

**UNIVERZITET CRNE GORE-POMORSKI FAKULTET KOTOR**  
**UNIVERSITY OF MONTENEGRO- FACULTY of MARITIME STUDIES KOTOR**

Broj iz evidencije postupaka / Register no.: 01-3390/1

Kotor: 02.09.2019.

Na osnovu člana 30 Zakona o javnim nabavkama („Službeni list CG“, br. 42/11, 57/14, 28/15 i 42/17), Pravilnika o sadržaju akta i obrascima za sprovođenje nabavki male vrijednosti („Službeni list CG“, br. 49/17) i Pravila o nabavkama male vrijednosti Univerziteta Crne Gore br. 02-442/2 od 28.09.2017.godine, Univerzitet Crne Gore- Pomorski fakultet Kotor, dostavlja / Pursuant to Article 30 of the Public Procurement Law (“Official Gazette of Montenegro” no. 42/11, 57/14, 28/15 and 42/17) and the Rulebook on Content of the Act and the Forms for Implementation of Low-Value Procurement of the University of Montenegro No. 02-442/2 of 28/09/2017, the University of Montenegro – Faculty of Maritime Studies delivers the

**ZAHTJEV ZA DOSTAVLJANJE PONUDA ZA NABAVKE MALE VRIJEDNOSTI**  
**REQUEST FOR SUBMISSION OF LOW-VALUE PROCUREMENT BIDS**

**I Podaci o naručiocu / Information on the Contracting Authority**

Naručilac: Univerzitet Crne Gore- Pomorski fakultet Kotor/ <i>Contracting authority: University of Montenegro – Faculty of Maritime Studies</i>	Lice/a za davanje informacija: / <i>Contact person:</i> Emilija Nikčević, Željko Pekić, Draško Kovač
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Sjedište / <i>Head Office:</i> Kotor	PIB (Matinski broj) / <i>Tax ID:</i> 02016702
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E-mail adresa / <i>E-mail address:</i> <a href="mailto:ema.nikcevic@gmail.com">ema.nikcevic@gmail.com</a> <a href="mailto:zeljkop@ac.me">zeljkop@ac.me</a> <a href="mailto:draskokovac@t-com.me">draskokovac@t-com.me</a>	Internet stranica / <i>Web page:</i> <a href="http://www.ucg.ac.me">www.ucg.ac.me</a>

**II Predmet nabavke: / Subject of procurement:**

usluge / *services*

### III Opis predmeta nabavke / *Description of the subject of procurement:*

lanarine i pretplate na baze; Redni broj 1007, Konto FP 419-50; Konto PJN 419-501/ *Membership fee and subscriptions; No. 1007, Ref. FP 419-50, Ref: PJN 419-501.*

Nabavka specijalizovanog video materijala i online testova iz oblasti pomorstva za potrebe Pomorskog fakulteta u skladu sa specifikacijom i potrebama naru ioca./*Procurement of the specialized maritime video material and online tests for the needs of the Maritime Faculty Kotor according to the specification and needs of the Contracting Authority.*

CPV 48612000-1 Softverski paket za upravljanje bazama podataka /*CPV 48612000-1 Software package for database management system*

### IV Procijenjena vrijednost nabavke / *Estimated value of the procurement:*

Predmet javne nabavke se nabavlja / *The subject of the procurement is to be procured:*

po partijama / *by items*

**Partija 1:** Nabavka nastavnog video materijala u vidu godišnje pretplate na »**Videotel Marine**« bazu za potrebe Pomorskog fakulteta ukupne procijenjene vrijednosti sa ura unatim PDV-om 5.500,00 eur-a.

**Item 1:** *Procurement of the teaching video material through one-year subscription to »Videotel Marine« for the needs of the Maritime Faculty in the total estimated value, including VAT, of EUR 5,500.00.*

**Partija 2:** Nabavka nastavnog video materijala u vidu godišnje pretplate na »**Seagull Maritime**« bazu za potrebe Pomorskog fakulteta ukupne procijenjene vrijednosti sa ura unatim PDV-om 4.600,00 eur-a.

**Item 2:** *Procurement of the teaching video material through one-year subscription to »Seagull Maritime« database for the needs of the Maritime Faculty in the total estimated value, including VAT, of EUR 4,600.00.*

**Partija 3:** Nabavka nastavnog materijala u vidu »**Marlins**« online testova iz Engleskog jezika za pomorce za potrebe Pomorskog fakulteta ukupne procijenjene vrijednosti sa ura unatim PDV-om 1.800,00 eur-a.

**Item 3:** *Procurement of the teaching material - »Marlins« online English tests for seafarers for the needs of the Maritime Faculty in the total value, including VAT, of EUR 1,800.00.*

**Ukupna procijenjena vrijednost javne nabavke: 11.900,00 eura sa ura unatim PDV-om. / *The total value of the public procurement: 11,900.00 including VAT.***

**V Tehni ke karakteristike ili specifikacije / *Technical characteristics or specifications***

**TEHNI KE KARAKTERISTIKE ILI SPECIFIKACIJE PREDMETA JAVNE NABAVKE / *TECHNICAL CHARACTERISTICS OR SPECIFICATIONS OF THE SUBJECT OF THE PUBLIC PROCUREMENT***

**PARTIJA 1:** Nabavka nastavnog video materijala u vidu godišnje pretplate na »*Videotel Marine*« bazu za potrebe Pomorskog fakulteta

**ITEM 1:** *Procurement of the teaching material through one-year subscription to »Videotel Marine« data base for the needs of the Maritime Faculty*

Redni broj No.	Opis predmeta nabavke, odnosno dijela predmeta nabavke / <i>Description of the subject of procurement, i.e. part of the subject of procurement</i>	Bitne karakteristike predmeta nabavke u pogledu kvaliteta, performansi i/ili dimenzija <i>Important characteristics of the subject of procurement in terms of quality, performances and/or dimensions</i>	Jed. mj. Unit of meas.	Kol Qu ant.
1	<p><b>Server over network for Videos, 3d animations, e-learning courses and CBT interactives across</b></p>	<p><b>Server over network for Videos, 3d animations, e-learning courses and CBT interactives across</b></p> <p>The unit is kept in your premises in a secure location. Key benefits of include:</p> <ul style="list-style-type: none"> <li>▪ Simple to use training.</li> <li>▪ Integrates with webFTA.</li> <li>▪ Access training across multiple training stations at the same time.</li> <li>▪ Browse and view specific titles by STCW functional areas or by keyword.</li> <li>▪ View a huge range of training videos, interactive CBTs and courses.</li> <li>▪ View personal information, crew/student records and training activity.</li> <li>▪ Ultimate security.</li> <li>▪ Flexible, modern and easy to use training.</li> </ul> <p>An server sits on network and is accessed through an browser on computers or laptops. From here you can select from any of the training titles in yours package and immediately start training.</p> <p>The system delivers high quality sound, video and graphic files to multiple computers through a suitable network.</p>	kom	1

The system allows for multiple users to train simultaneously on different or the same subjects, anywhere in your premises.

The systems also work with to keep track of all training activities and crew/students records. Training no longer needs to be performed on a single or on an allocated computer.

Training carried is recorder on the central database. These training records are held at a single point on the box, allowing easy backup and generating training reports per individual or group of trainees.

As administrator, you can view all training record and schedules on server for all crew/students at any time.

Wherever you can access the network you can access the server.

Server specification: processor min Intel Core i3-4160 @ 3.60GHz ili ekvivalent, memory min 2GB, hard drive min 2TB, dimension max L 32.5cm, W 21.5cm, H 19cm.

**Warranty: min 1 years**

Learning and evaluation materials should be the latest editions.

Full combined listing for colleges:

- Ship handling
- Diesel engine crankcase lubricating oils
- Handling & treatment of heavy fuels
- Ro-ro safety and cargo operations
- Dental first aid for non-medical personnel
- Roro safety and operations part ii (short sea)
- Food delivery and storage
- Food preparation
- Personal hygiene
- Temperature control
- Pest control
- Basic cleaning, legal aspects & summary
- Diesel fuel injection pumps
- Portable tanks and tank containers
- Safe packing & securement of cargo in freight containers and vehicles
- Dead ahead - an introduction to aids for seafarers
- Ship handling
- Principles of lubrication & general application
- Lubrication, slow & medium speed marine diesel engines
- Lubrication of ancillary equipment
- Shipping casualty emergency response
- Reefer container operations
- Security at sea
- Onboard training by design
- Welding safety
- Quality management - an introduction
- Port state control - tightening the net

- Operation & maintenance of hatch covers
- Crisis management
- Fire party operations
- Setting a course for health - health & welfare advice for seafarers
- International safety management code, the
- Understanding english on board ship - normal operations
- Understanding english on board ship - emergencies
- Machinery alarms & protection devices
- Bulk carrier losses
- Claim game, the - dry cargo, legal responsibility & loss prevention: - rights, duties & their understanding
- Claim game, the - dry cargo, legal responsibility & loss prevention: the master under pressure
- Culture gap, the
- Chemical water treatment
- Fire fighting & safe cargo operations on car carriers
- Load line surveys
- Safety construction survey
- Safety equipment survey
- Hull stress monitoring
- Shipboard maintenance & painting systems - cost effective control
- Shipboard maintenance & painting systems - preparation & application
- Personal safety in the accommodation
- Personal safety on deck
- Personal safety in the engine room
- Personal safety in the galley
- Personal safety on bulk carriers
- Personal safety on general cargo ships
- Personal safety on container ships
- Personal safety on tankers
- Personal safety on car carriers & roro's
- Personal safety on passenger ships
- Effective refrigerant control on board reefers
- Crisis communications - you & the media
- Ism audit, the
- Bunkering operations - safe oil transfer procedures
- Don't gamble with safety on chemical tankers
- Who needs it? Personal protective equipment
- Cargo loss prevention on board bulk carriers
- Well travelled? Staying healthy on working trips
- Marine risk assessment-the company (manage the risk and reduce the cost)
- Fire fighting on container ships
- Basic instincts (passenger mustering & crowd control)
- Management on board

- Get smart: organisation and planning
- Get results: planning for profit
- Teamwork
- Motivating individuals
- Communication
- Permit to work
- Seven steps to ship stability
- Cold and heavy weather file, the
- Safe offshore cargo transportation
- In search of good health
- Cargo lashing operations (ro-ro)
- Ro-ro watertight integrity
- Working together - racial & sexual discrimination on board
- Navigational charts & associated publications
- Chemistry of liquified gases, the
- Physics of liquified gases, the
- Cargo claim prevention on board reefer ships
- Breath of fresh air - portable gas detectors, a
- On board training and assessment
- Offshore helideck inspections
- Watchkeeping in port
- Surveying a bulk carrier
- Ship's electrical systems - safety and maintenance
- Electrical distribution
- Generators and main circuit breakers
- Motors and starters
- Ancillary electrical services
- Special electrical practice for oil, gas and chemical tankers
- Electrical survey requirements
- Basic bunkering - introduction and commercial
- Basic bunkering - technical
- Basic bunkering - operations
- Working aloft on container ships
- Surveying an oil tanker
- Operations & personal safety in dry docks & repair yards
- Efficient operation of marine diesel engines
- Meteorology for safe navigation in tropical and extratropical cyclones
- Salvage - a practical guide
- Safe use of rigging equipment
- Safe hot work procedures
- Safe isolation of machinery
- Manual handling techniques
- Helicopter operations at sea
- Safe use of electronic charts, the
- Holding effective drills
- Crude oil washing operations
- Operation & maintenance of inert gas systems
- Ship-shore interface (petroleum tankers), the

- Unsafe act awareness
- Safe air to breathe
- Ignition risks from static electricity and stray currents
- Marine risk assessment-the fleet (manage the risk and minimise the impact)
- Lifeboat on-load release mechanisms
- Making the ism code work for you
- Wind, waves and storms - understanding weather systems
- Wind, waves and storms - coping with hazardous weather
- Bulk carrier safeguards
- Safe cargo stowage & securing
- Tank purging and line cleaning onboard chemical tankers
- Introduction to liquified gas carriers, an
- Maintenance of lifeboat on-load release systems
- Safe log carrier operations
- Shipboard security training course (video only)
- Shipboard security training course (video + book)
- Liferaft operations
- Successful reefer container operations
- Prevention & reaction to marine oil spills - under marpol
- Prevention & reaction to marine oil spills - under opa '90
- Prevention & reaction to marine oil spills - the seafarer's role
- Working at height (scaffolding systems & platforms)
- Rescue boat operations
- Behaviour based safety - introduction
- Behaviour based safety - what makes us take risks?
- Behaviour based safety - observer training and feedback
- Behaviour based safety - managing the process
- Simultaneous drilling and production
- Safety in offshore operations
- Offshore rescue
- Introduction to offshore safety, an
- Safe use of cranes in the offshore industry, the
- Safe use of ionising radiation in the offshore industry
- Ais - automatic identification systems
- Navigating in ice
- Anchoring safely
- Crew resource management - engine room
- Killer gas - the lethal dangers of hydrogen sulphide (h2s)
- Recognising suspicious behaviour
- Recognising proper forms of identification

- Search techniques
- Identifying explosives and weapons
- Crowd control
- Hatch covers - a practical guide
- Minimising fatigue, maximising performance
- Say no - a seafarers guide to life without drugs
- Introduction to freefall lifeboats, an
- It's not worth it - maritime pollution offences
- Pilot on board! Working together
- Safe gangway and ladder operations
- Immersion suits - the difference between life and death
- Target tracking devices
- Chemical tank cleaning & inspection
- Keeping up standards - ship vetting inspections for bulk oil carriers
- How can i help you? Passengers with disabilities
- Good bunkering practice
- Oily water and separators
- Sludge and the incinerator
- Sewage and waste water treatment
- Safe lifting of non-cargo loads
- Shipboard management role, the
- Personal safety on tankers
- When one thing leads to another... Safe container operations
- Working with tugs
- Safe use of forklift trucks on board ship
- Shipshape. A guide to good housekeeping - on deck
- Shipshape. A guide to good housekeeping - engine room
- Shipshape: a guide to good housekeeping - accommodation area & galley
- Personal safety on chemical tankers
- Tanker management and self assessment
- Tank cleaning practice
- Welcome aboard! Dealing with ferry passengers
- Over and under pressurisation of tanks
- Search & rescue: co-ordination
- Maritime labour convention 2006
- Accident files: entry into enclosed spaces
- Handling vegetable oils
- Elementary first aid
- Medical first aid
- Hazards and controls
- Delivery, storage, preparation and cooking
- Personal hygiene
- Pest control and cleaning
- Hazard series
- Success with sire - a talk with david savage
- Safer mooring



- Operating carbon dioxide fire fighting systems
- Offshore supply safety
- Theory of mooring
- Safe mooring practice
- Maintenance of Mooring Systems
- Powered Watertight Doors
- Crew familiarisation and safety awareness
- Effective drills
- Safe working practices
- Guest familiarisation
- Emergency response on container ships
- Stcw 2010 - the manila amendments
- Mustering
- Lifeboats
- Liferafts
- Survival and rescue
- Vapour emission control
- Marpol annex vi - prevention of air pollution from ships
- Fighting pollution - preventing pollution at sea
- Transfer baskets
- Bulk carriers - handle with care
- Hazard series
- Coping with Stowaways
- Liquefied Gas Fire Hazard Management
- Boarding and Leaving a Vessel at Sea
- Entry into Enclosed Spaces - Awareness
- Entry into Enclosed Spaces - Preparation and Procedures
- Entry into Enclosed Spaces - Equipment
- Entry into Enclosed Spaces - Enclosed Space Entry
- Entry into Enclosed Spaces - Emergency Procedures & Rescue
- Entry into Enclosed Spaces - Correct Use of Breathing Apparatus
- Ship Call - Visiting a Ship in Port
- Dangerous Goods at Sea - The IMDG Code
- Dangerous Goods at Sea - Expecting the Unexpected
- An Introduction to Resource Management
- The Voyage Plan: Appraisal and Planning
- The Voyage Plan: Executing, Monitoring and Chart Correction
- Bridge Watchkeeping
- Engine Room Watchkeeping
- Working with Pilots
- Resource Management & Accident Prevention
- Five Case Studies
- The Management and Control of Contractors
- Hydrodynamics and Interaction
- Working Aloft on Tankers and Gas Carriers
- Noise and Vibration - The Forgotten Hazards

- Avoid the Bite - Malaria prevention for seafarers
- Pilot Transfer Arrangements
- Working Aloft on Ro-Ros and Cruise Ships with Mobile Platforms
- Entry into Enclosed Spaces - Working in Enclosed Spaces
- Safe Handling and Use of Hazardous Stores and Paints On Board
- The Galley Inspection
- Menu Planning and Cost Control
- Management and Record Keeping
- Healthy Eating Guidelines
- Product Knowledge
- Kitchen Equipment
- Basic Soups, Stocks and Sauces
- Wet Heat Cooking Methods
- Dry Heat Cooking Methods
- Shipboard Familiarization under STCW
- Ship to Ship Transfer - In Port
- US Port State Control
- Shipboard Familiarization under STCW
- The Mariner's Role in Collecting Evidence
- Garbage Management - Marpol Annex V
- Electric Propulsion & High Voltage Practice
- Offshore Anchor handling
- Ship to Ship Transfer - At Sea
- Chemical Tanker Operations - Cargoes, Ships & Legislation
- Chemical Tanker Operations - Prevention of Pollution
- Oil Record Book, The
- Piracy & Armed Robbery
- Safety Meeting Case Studies: Slips, Trips and Falls
- Safety Meeting Case Studies: Entering Enclosed Spaces
- Safety Meeting Case Studies: Working Aloft with Ladders
- Safety Meeting Case Studies: Dangerous Edges
- Training Matters
- Intervention - Do The Right Thing
- Making the Difference, Passenger Mustering and Crowd Control
- Alcohol Beware! A Seafarer's Guide
- Drugs - Way Off Course, A Seafarer's Guide
- Drugs and Alcohol, A Manager's Guide
- Deep Water Ship Handling
- The Practical Management and Switching of Marine Fuels
- The Ship Energy Efficiency Management Plan
- Bread, Pastry and Basic Puddings
- Fire Prevention
- Basic Firefighting

- Command and Control at the Incident
- Command and Control by The Master
- Machinery Space Fires
- Port State Control - Tightening the Net
- Vessel General Permit
- Working with Maritime Security Guards
- Heavy Lifts and Project Cargoes - An Introduction to Lift On/Lift Off Operations
- Training, Mentoring and Assessment on Board
- Social Media at Sea - Want to be Famous
- The Work of the Emergency Response and Rescue Vessel
- Ballast Water Treatment
- Safe Use of Abrasive Wheels
- The Fluid Hammer Effect
- The Safe Use of ECDIS in Practice
- Working with Multinational Crews - It's a Cultural Thing!
- Recovery of Persons from the Water (Man Overboard)
- Dangerous & Difficult Bulk Cargoes - Best Practice and the IMSBC Code
- Dangerous & Difficult Bulk Cargoes - Minerals and Man-made Derivatives
- Fatigue and Stress at Sea
- Ebola - Staying Safe
- The Human Element
- The Maritime Communication Series - Through Troubled Waters
- The Maritime Communication Series - Navigating Oceans and Cultures
- The Maritime Communication Series - Cooling Conflict
- Complacency at Work? Managing Risk, Routine & Uncertainty
- Rapid Response - Lay up - How to Proceed
- Rapid Response - Vessel General Permit
- Rapid Response - Ship Scrapping
- Groundings - Shallow Waters, Deep Trouble
- Terminology of Ships
- Load Line & Draft Marks
- Watertight Divisions
- Ship Stress & Construction
- Ship Construction
- Introduction to Docking
- Dry Dock Types
- Dry Dock Planning
- Entering Dry Dock
- Dry Dock Inspections
- Propeller Damage
- Dry Docking Tests
- Dry Docking - Tank Surveys

- Dry Docking - Deck Surveys
- Departing Dry Dock
- Engine Room Layouts
- Stern Tubes
- Propeller Shaft
- CP Propeller Systems
- Propulsion Devices
- Ship Stability
- Fuel Oil Physical Properties
- Ignition Quality
- Fuel Oil Contaminants
- Marine Fuel Oil Standards
- Fuel Bunkering & Transfer
- Fuel Banker & Transfer Systems
- Fuel Sampling & On-Board Tests
- Fuel Oil Calculations
- Shipboard Fuel Problems
- Treatment of Fuel Oil
- FO Filters
- The Theory of Separation
- The Centrifugal Separator
- FO Separator Systems
- Introduction to Lubrication
- Theory of Lubrication
- Hydrocarbon Structures
- Crude Oil Refining for Lubricants
- Characteristics of Lubricants
- Lubricant Standards
- Lubricant Additives
- LO Filters
- The Theory of Separation
- The Centrifugal Separator
- LO Separator Systems
- The Marine Diesel Engine
- Words & Definitions
- The Crosshead Diesel Engine
- The Trunk Piston Diesel Engine
- V-Type Engines
- Engine Mountings
- Crankshafts
- Crankcase Deflections
- Camshafts
- Crankcase Explosions
- Two-Stroke Exhaust Valves
- Four-Stroke Exhaust Valves
- Valve Problems
- Ball & Roller Bearings
- Air Pressure Changing
- Turbo-Chargers
- Theoretical Diesel Engine Cycles
- Two-Stroke Diesel Engine Cycle
- Four-Stroke Diesel Engine Cycle

- Introduction to Indicator Diagrams
- Two-Stroke Diesel Indicator Diagrams
- Four-Stroke Diesel Indicator Diagrams
- Fuel System Diagrams
- Diesel Engine FO Supply Systems
- Diesel Engine HP Fuel Pumps
- Fuel Injectors
- Air Receivers
- Start Air System
- Introduction to Boilers
- General Boiler Fittings
- Meter Level Gauges
- The Auxiliary Boiler
- The Exhaust Gas & Composite Boilers
- Permit to Work System
- Enclosed Spaces
- Pipe Colour Code
- Material Safety Data Sheets
- Type Approval & Certificates
- Valve Types
- Three-way Valves
- Control Valves
- Heat Exchangers Theory
- Heat Exchangers Tube Type
- Valves
- Reciprocating Pumps
- Rotary Pumps
- Pumps, Cam Operations
- Rotary Pumps: Screw Type
- Pumps: Variable Delivery
- Introduction to Steering Gear
- Rules & Regulations
- Tillers & Crossheads
- Steering Gear 4-Ram
- Steering Gear Rotary Vane
- Telemotor & Hunting Gear
- Variable Delivery Pumps
- Contant Pressure Steering Systems
- Clutches
- Clutches
- Shaft Alignment
- Shaft Couplings
- Main Trust Bearings
- Gears & Gearboxes
- Steam Turbine Gearboxes
- Refrigeration Environment Issues
- Classification of Refrigerants
- The Refrigeration Cycle
- Refrigerant Properties
- System Control Equipment
- Expansion Valves
- Charging a System

		<ul style="list-style-type: none"> <li>▪ Fresh Water Generators</li> <li>▪ Reverse Osmosis</li> <li>▪ Sewage Systems</li> <li>▪ Oily Water Separators</li> <li>▪ Switchboard Instruments</li> <li>▪ Introduction to Switchboards</li> <li>▪ Introduction to Switchboards</li> <li>▪ Emergency Alternators</li> <li>▪ Emergency Switchboards</li> <li>▪ ALERT - The Human Element</li> <li>▪ ALERT - Human Factors</li> <li>▪ ALERT - Ergonomics</li> <li>▪ ALERT - Mind, Body and Spirit</li> <li>▪ ALERT - Quality</li> <li>▪ ALERT - Development and Maintenance</li> <li>▪ ALERT - Design and Usability</li> <li>▪ Ban ki-moon - piracy: orchestrating the response</li> <li>▪ An interview with chris trelawney of the imo</li> <li>▪ Mlc pioneer david dearsley gives us his views on the convention</li> <li>▪ The first icsw awards launch promoting seafarer's welfare</li> <li>▪ An interview with capt len holder - chairman of vmi</li> <li>▪ Enjoy the spectacle of the icsw party in the park!</li> <li>▪ Cleaning water tube boilers - external cleaning</li> <li>▪ Cleaning water tube boilers - internal cleaning</li> <li>▪ Industry at war, an (defence against drug traffickers) a ship in peril</li> <li>▪ Industry at war, an (defence against drug traffickers) danger! Drugs on board</li> </ul>	
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Procijenjena vrijednost javne nabavke (Partija 1) u eurima sa ura unatim PDV-om: 5.500,00 €

*The estimated value of the public procurement (Item 1) in euros including VAT: 5,500.00 €*

**PARTIJA 2:** Nabavka nastavnog video materijala u vidu godišnje pretplate na »*Seagull Maritime*« bazu za potrebe Pomorskog fakulteta

**ITEM 2:** *Procurement of the teaching material through one-year subscription to »Seagull Maritime« data base for the needs of the Maritime Faculty*

Redni broj/ No.	Opis predmeta nabavke, odnosno dijela predmeta nabavke <i>Description of the subject of procurement or the part of the subject of procurement</i>	Bitne karakteristike predmeta nabavke u pogledu kvaliteta, performansi i/ili dimenzija <i>Important characteristics of the subject of procurement in terms of quality, performances and/or dimensions</i>	Jed. mj. <i>Unit of meas.</i>	Kol <i>Quant.</i>
1	Software, Product and Services should provide for one year subscription on computer based training CBTs learning materials and computer evaluation system CES according STCW Convention	Software, Product and Services should provide for one year subscription on computer based training CBTs learning materials and computer evaluation system CES according STCW Convention and should include minimum next topics: CBTs: #53 HAZMAT (Online) CES: CES Online (Computer evaluation system should include all STCW topics) <b>Warranty: min 2 years</b> Learning and evaluation materials should be the latest editions.	Kom / <i>piece</i>	1

Procijenjena vrijednost javne nabavke (Partija 2) u eurima sa ura unatim PDV-om: 4.600,00 €  
*The stimated value of the public procurement (Item 2) in euros including VAT: 4.600,00 €*

**PARTIJA 3:** Nabavka nastavnog materijala u vidu »*Marlins*« online testova iz Engleskog jezika za pomorce za potrebe Pomorskog fakulteta

**ITEM 3:** *Procurement of the teaching material - »Marlins« online English tests for seafarers for the needs of the Maritime Faculty*

Redni broj No.	Opis predmeta nabavke, odnosno dijela predmeta nabavke <i>Description of the subject of procurement or the part of the subject of procurement</i>	Bitne karakteristike predmeta nabavke u pogledu kvaliteta, performansi i/ili dimenzija <i>Important characteristics of the subject of procurement in terms of quality, performances and/or dimensions</i>	Jed. mj. Unit of meas.	Kol Quant.
1	ISF Marlins English Language Test for Seafarers	<b>1. ISF Marlins English Language Test for Seafarers 100 testova</b> <b>2. Approved Test Centre Anual Fee (Academy Rate) 1 kom</b>	Komplet / Set	1

Procijenjena vrijednost javne nabavke (Partija 3) u eurima sa ura unatim PDV-om: 1.800,00 €

*The estimated value of the public procurement (Item 3) in euros including VAT: 1.800,00 €*

Napomena: Za vrijeme trajanja roka za dostavljanje ponuda, zainteresovani ponuđači mogu dobiti sva potrebna obavještenja u vezi sa tehničkom specifikacijom od osoba za kontakt na Pomorskom fakultetu u Kotoru:

*Note: During the time period for the submission of bids, all information related to the technical specification can be obtained from the designated contact persons at the Maritime Faculty Kotor as follows:*

*Prof. dr Špiro Ivošević tel. +382 32 303184; +382 32 303188; e-mail: spiroi@ac.me,*

*mr Draško Kovač, dipl.ing. tel. +382 32 303184; +382 32 303188; e-mail: draskokovac@t-com.me*

*Željko Peki tel. +382 32 303184; +382 32 303188; +382 67 616939; +382 69 252255 e-Mail: zeljkop@ac.me,*

#### **VI Rok i Način plaćanja / Method of payment**

Rok plaćanja je: 30 dana od dana dostavljanja fakture. / *Payment deadline: 30 days from the date of invoice delivery.*

Način plaćanja je: Virmanski / *Method of payment: through bank account.*



## **VII Rok važenja ponude / Bid validity period**

Period važenja ponude je 30 dana od dana dostavljanja ponuda. / *A bid is valid within the period of 30 days from the day of bid submission.*

## **VIII Rok pružanja usluge: / Deadline for delivery or provision of services**

Rok isporuke: 30 dana od dana donošenja Obavještenja o ishodu postupka. / *Delivery deadline: 30 days from the issuance of the Notification of Bidding Results.*

Mjesto isporuke: Pomorski fakultet Kotor, / *Place of delivery: Maritime Faculty Kotor,*

Rok pružanja usluge: 12 mjeseci od ispostavljene facture / *Duration of the service: 12 months from the date of invoice submission.*

## **IX Kriterijum za izbor najpovoljnije ponude: / Criterion for the selection of the best bid:**

najniža ponuena cijena / *lowest price offered* broj bodova/ *points*

## **X Rok i način dostavljanja ponuda / Deadline and method of bid submission**

Ponude se predaju radnim danima od 09 do 13 sati, zaključno sa danom **17.09.2019.** godine do 10 sati. / *The bids shall be submitted on working days from 09 to 13 am, not later than **17/09/2019.** 10 am.*

### **Ponude se mogu predati / Bids can be submitted:**

neposrednom predajom na arhivi naručioca na adresi Pomorski fakultet Kotor, Dobrota 36, 85330 Kotor, Crna Gora / *directly to the registry office of the Contracting Authority on the following address **Pomorski fakultet Kotor, Dobrota 36, 85330 Kotor, Montenegro.***

preporučenom pošiljkom sa povratnicom na adresi Pomorski fakultet Kotor, Dobrota 36, 85330 Kotor, Crna Gora / *by registered mail with return receipt to the address **Pomorski fakultet Kotor, Dobrota 36, 85330 Kotor, Montenegro.***

Javno otvaranje ponuda, kome mogu prisustvovati ovlašteni predstavnici ponuđača sa priloženim punomoćjem potpisanim od strane ovlaštenog lica, održaće se dana 17.09.2019. u 12 sati u prostorijama Instituta za biologiju mora, kancelarija II sprat, na adresi Dobrota bb, Kotor. / *The public opening of the Bids, which could be attended by the authorized representatives of the Bidders with presented Power of Attorney, will be held on 17 September 2019 at 12.00 at the premises of the Institute for Marine Biology, 2nd floor office, address: Dobrota, Kotor.*

## **XI Rok za donošenje obavještenja o ishodu postupka / Time limit for Notification of the Bidding Results**

Obavještenje o ishodu postupka donijet će se u roku od 7 dana od dana određenog za dostavljanje ponuda. / *Notification of the Bidding Results shall be issued not later than 7 days from the date set as deadline for submission of bids.*

## XII Druge informacije / Other information

U postupku nabavke male vrijednosti ( član 65 Zakona o javnim nabavkama CG) može da u estvuje samo ponu a koji ispunjava uslove: / *Upon the Low-Value Procurement procedure (Public Procurement Law of Montenegro, Article 65.) the eligible Bidders are considered only those fulfilling the following requirements:*

- 1) dokaz o registraciji kod organa nadležnog za registraciju privrednih subjekata sa podacima o ovlaš enim licima ponu a a; / *provided evidence of registration at the competent body for registration of business entities with data on persons authorized by the Bidder;*
- 2) dokaz izdatog od organa nadležnog za poslove poreza da su uredno prijavljene, obra unate i izvršene sve obaveze po osnovu poreza i doprinosa do 90 dana prije dana javnog otvaranja ponuda, u skladu sa propisima Crne Gore, odnosno propisima države u kojoj ponu a ima sjedište; / *provided evidence on registration at the taxation body, settled taxation duties and contributions issued not earlier than 90 days prior to the date of the public opening of the Bids, in accordance with the Montenegrin legislation i.e. regulations of the Bidder's seat country;*
- 3) dokaz nadležnog organa izdatog na osnovu kaznene evidencije, koji ne smije biti stariji od šest mjeseci do dana javnog otvaranja ponuda; / *provided evidence issued by the competent criminal records regulation authority issued not earlier than six months prior to the opening of Bids.*
- 4) dokaz o posjedovanju važe e dozvole, licence, odobrenja, odnosno drugog akta izdatog od nadležnog organa:/ *provided evidence on valid licences, authorizations or other documents issued by the competent body*

Potpisivanjem IYJAVE , na obrascu koji vam dostavljamo u prilogu, ponu a garantuje da ispunjava sve tražene uslove iz Zahtjeva za dostavljanje ponuda za nabavke male vrijednosti./ *By signing the STATEMENT given in the form attached, the Bidder warrants the fulfillment of the requirements as per the Request of Submission of Low-Value Procurement Bids.*

Sastavni dio predmetne ponude je IZJAVA ponu a a da pod punom moralnom, materijalnom i krivi nom odgovornoš u u cjelini ispunjava uslove iz lana 65 Zakona o javnim nabavkama CG. Izjava mora biti potpisana i pe atirana od strane ovlaš enog lica ponu a a./ *An integral part of the bid is the Bidder's STATEMENT on fully meeting the conditions pursuant to Article 65 of the Law on Public Procurement of the Republic of Montenegro under full moral, material and criminal liability. The Statement shall be signed and stamped by the Bidder's authorized person.*

Ponu a je dužan dostaviti / *The Bidder is obliged to deliver:*

- Podatke o Ponu a u / *Information on the Bidder,*
- Podatke o kontakt osobi i kontakt telefone / *Information on the contact person and contact telephone numbers.*

Ponu a dostavlja ponudu sa cijenom/ama izraženom u EUR-ima, sa posebno iskazanim PDV-om./ *The Bidder shall submit its bid with price(s) in EUR with separately presented VAT.*

U ponu enu cijenu ura unavaju se svi troškovi i popusti na ukupnu ponu enu cijenu, sa posebno iskazanim PDV-om, u skladu sa zakonom. Ponu ena cijena/e piše se brojkama.

Ponu ena cijena/e izražava se za cjelokupni predmet javne nabavke, za svaku partiju za koju se podnosi ponuda dostavlja se posebno Finansijski dio ponude. / *The quoted price includes all the costs and discounts to the total quoted price, with separately presented VAT, pursuant to the Law. The prices are quoted in numbers. The prices are quoted for the entire subject of the public procurement and the bids submitted separately for individual items are accompanied by separate Financial parts of the Bid.*

Ponude primljene nakon roka za dostavljanje ponuda neće biti razmatrane. / *The bids received after the set deadline shall not be taken into consideration.*

Za izbor najpovoljnije ponude dovoljna je i jedna pristigla ponuda koja zadovoljava sve uslove navedene u zahtjevu za dostavljanje ponuda. / *For the selection of the best bid it is sufficient to have at least one received bid which meets all the conditions as per the Request for Submission of Bids.*

Zahtjev za dostavljanje ponuda za predmetnu nabavku male vrijednosti Naručilac će dostaviti ponuđaču e-mail-om, pri čemu je Zahtjev objavljen i na internet adresi Naručilaca. / *The Request for Submission of Bids for Low-Value Procurement will be e-mailed to the prospective bidders by the Contracting Authority, while the Request has also been announced on the web site of the Contracting Authority.*

Službenik za javne nabavke  
*Public Procurement Officer*  
Ms. Emilija Nikčević

Ovlašćeno lice Naručilaca  
*Authorized person of the Contracting Authority*  
Prof. dr. Špiro Ivošević

M.P./L.S.

Ednikčević



Špiro Ivošević

## **Memorandum ponuđača / Memo of the Bidder**

U skladu sa Odredbama Zakona o javnim nabavkama Crne Gore („Sl. list CG“ br. 42/11, 57/14, 28/15 i 42/17) i Pravilnika o sadržaju akta i obrascima za sprovođenje nabavke male vrijednosti („Službeni list CG“, br. 49/17), dajemo sljedeće u;

*Pursuant to the Provision of the Public Procurement Law (“Official Gazette of Montenegro” no. 42/11, 57/14, 28/15 and 42/17) and the Rulebook on Content of the Act and the Forms for Implementation of Low-Value Procurement, we hereby issue the*

### **IZJAVU STATEMENT**

Pod punom moralnom, materijalnom i krivičnom odgovornošću izjavljujemo da uslove iz člana 65 Zakona o javnim nabavkama CG u potpunosti ispunjavamo po Zahtjevu za dostavljanje ponuda za nabavku male vrijednosti, broj 01-3390/1 od 02.09.2019., za nabavku specijalizovanog video materijala i online testova iz oblasti pomorstva za potrebe Pomorskog fakulteta u skladu sa specifikacijom i potrebama naručioca.

*Under full moral, material and criminal liability we hereby declare that we fully meet the conditions pursuant to Article 65 of the Public Procurement Law of Montenegro upon the Request for Submission of Bids for Low-Value Procurement, no. 01-3390/1 of 02/09/2019., for the procurement of the specialized maritime video material and online tests for the needs of the Maritime Faculty Kotor according to the specification and needs of the Contracting Authority.*

Ova izjava je sastavni dio dokumentacije predmeta javne nabavke tj. zahtjeva za dostavljanje ponuda.

*This statement is an integral part of the documentation relating to the subject of the public procurement i.e. Request for Submission of Bids.*

Potpis ovlaštenog lica / Signature of authorized person

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Datum i mjesto potpisivanja / Date and place

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M. P. / L. S.