

Naručilac: Univerzitet Crne Gore
 Broj: 05/1-2-1-734
 Datum: 24.11.2017.godine

Na osnovu člana 30 Zakona o javnim nabavkama („Službeni list CG“, br. 42/11, 57/14, 28/15 i 42/17) i Pravilnika o sadržaju akta i obrascima za sprovođenje nabavki male vrijednosti („Službeni list CG“, br. 49/17) , Univerzitet Crne Gore - Rektorat dostavlja

REQUEST FOR SUBMISSION OF BIDS IN A LOW VALUE PROCUREMENT

I Podaci o naručiocu

Naručilac: Univerzitet Crne Gore Rektorat	Lice/a za davanje informacija: Ranko Rakočević
Adresa: Cetinjska br. 2	Poštanski broj: 81000
Sjedište: Podgorica	PIB (Matični broj): 02016702
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II The subject of procurement:

Services

III Description of the subject of procurement:

The procurement of services – instructional and training materials for seafarers.

IV The estimated value of procurement:

The estimated value of procurement with VAT included 5.500,00 €;

V Technical characteristics or specifications:

Technical Specifications and Standards

Renting server with STCW Convention (The International Convention on Standards of Training, Certification and Watchkeeping for Seafarers) educational and training materials including videos, 3D animations, e-learning courses and CBTs. This should be Videotel NVOD system or equivalent.

- 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 Conflilct
- 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 & Contraction
- 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
- 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
- Fresh Water Generators
- Reverse Osmosis
- Sewage Systems
- Oily Water Separators
- Switchboard Instruments
- Introduction to Switchboards
- Emergency Alternators
- Emergency Switchboards
- The Human Element
- Human Factors
- Ergonomics
- Mind, Body and Spirit
- Quality
- Development and Maintenance
- Design and Usability
- Ban ki-moon - piracy: orchestrating the response
- Cleaning water tube boilers - external cleaning
- Cleaning water tube boilers - internal cleaning
- Industry at war, an (defence against drug traffickers) a ship in peril
- Industry at war, an (defence against drug traffickers) danger! Drugs on board

Learning materials should be the latest editions.

Additional conditions:

Server Warranty: min 1 years

Payment terms: upon installation of goods at the Maritime faculty premises

Delivery terms: max. 5 days upon signing the Contract

Training at the premises of Maritime Faculty in Kotor should be included

VI Methods of payment:

Bank account, up to 30 days from the date of invoice receipt.

VII The period for the execution of works, the provision of services or delivery of goods:

Successively 12 months from the date of signing the contract.

VIII Criteria for selection of the most favourable bid:

the lowest price offered

number of points

IX The period and method for submission of bids:

The bids are surrendered on weekdays from 10 to 16 hours, ending on 30.11.2017. year to 12 hours.

Ponude se mogu predati:

- neposrednom predajom na arhivi naručioca na adresi Cetinjska br. 2.
- preporučenom pošiljkom sa povratnicom na adresi Cetinjska br. 2
- via e-mail to ranko@ac.me

X Rok za donošenje obavještenja o ishodu postupka

Obavještenje o ishodu postupka donijeće se u roku od 15 dana od dana dostavljanja ponuda.

XI Druge informacije

Sastavni dio predmetne dokumentacije je i izjava ponuđača da pod punom moralnom, materijalnom i krivičnom odgovornošću u cjelosti ispunjavaju uslove iz člana 65 Zakona o javnim nabavkama CG. Izjava mora biti potpisana i pečatirana od strane ovlaštenog lica ponuđača.

NAPOMENA:

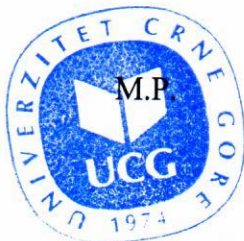
Način iskazivanja ponuđene cijene

Ponuđač dostavlja ponudu sa cijenom/ama izraženom u EUR-ima, sa posebno iskazanim PDV-om, na način predviđen obrascem "Finansijski dio ponude" koji je sastavni dio Tenderske dokumentacije.

U ponuđenu cijenu uračunavaju se svi troškovi i popusti na ukupnu ponuđenu cijenu, sa posebno iskazanim PDV-om, u skladu sa zakonom. Ponuđena cijena/e piše se brojkama. Ponuđena cijena/e izražava se za cjelokupni predmet javne nabavke, a ukoliko je predmet javne nabavke određen po partijama za svaku partiju za koju se podnosi ponuda dostavlja se posebno Finansijski dio ponude.

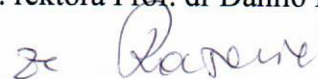
Službenik za javne nabavke

mr Ranko Rakočević



Ovlašćeno lice naručioca

V.f. rektora Prof. dr Danilo Nikolić



INFORMATION ABOUT THE OFFER AND THE BIDDER

Ponuda se podnosi kao:

- Samostalna ponuda
- Samostalna ponuda sa podizvođačem/podugovaračem
- Zajednička ponuda
- Zajednička ponuda sa podizvođačem/podugovaračem

Podaci o podnosiocu samostalne ponude:

Naziv i sjedište ponuđača	
PIB ¹	
Broj računa i naziv banke ponuđača	
Adresa	
Telefon	
Fax	
E-mail	
Lice/a ovlašćeno/a za potpisivanje finansijskog dijela ponude i dokumenata u ponudi	<i>(Ime, prezime i funkcija)</i>
	<i>(Potpis)</i>
Ime i prezime osobe za davanje informacija	

¹ Ili nacionalni identifikacioni broj prema zemlji sjedišta ponuđača

FINANCIAL PART OF THE OFFER

r.b.	opis predmeta	bitne karakteristike ponudjenog predmeta nabavke	jedinica mjere	količina	jedinična cijena bez pdv-a (€)	ukupan iznos bez pdv-a (€)	pdv (€)	ukupan iznos sa pdv-om (€)
1								
2								
3								
.....								
Ukupno bez PDV-a								
PDV								
Ukupan iznos sa PDV-om:								

Uslovi ponude:

Rok izvršenja ugovora je	
Mjesto izvršenja ugovora je	
Način i dinamika isporuke/izvršenja	
Garantni rok	
Garancije kvaliteta	
Način sprovođenja kontrole kvaliteta	
Rok plaćanja	
Način plaćanja	
Period važenja ponude	
....	
.....	

Ovlašćeno lice ponuđača

(ime, prezime i funkcija)

(potpis)

M.P.

U skladu sa Odredbama Zakona o javnim nabavkama Crne Gore („Sl.list CG“ br. 42/11, 57/14, 28/15 i 42/17) i člana 7 stav 6 Pravilnika o sadržaju akta i obrascima za sprovođenje nabavke male vrijednosti („Službeni list CG“, br. 49/17), dajemo sljedeću:

IZJAVU

Pod punom moralnom, materijalnom i krivičnom odgovornošću izjavljujemo da uslove iz člana 65 Zakona o javnim nabavkama CG u potpunosti ispunjavamo.

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

Potpis ovlašćenog lica

Datum i mjesto potpisivanja

M. P.