

ORGANISATION & METHODOLOGY

**To be completed by the tenderer
Ref: 2210/23/GO**

Please provide the following information (refer to evaluation grid for structure of evaluation):

1. REFERENCES

- References in the field of linear infrastructure (roads, rail,) as per template provided in the tender dossier. Recent railway references will be considered advantageous.

2. RATIONALE AND STRATEGY

a. Rationale

- Any comments you have on the terms of reference for the successful execution of activities, in particular regarding the objectives and expected results, thus demonstrating the degree of understanding of the contract.
- Your opinion on the key issues related to the achievement of the contract objectives and expected results.
- An explanation of the risks and assumptions affecting the execution of the contract.

b. Strategy

- An outline of the approach proposed for contract implementation.
- A list of the proposed tasks you consider necessary to achieve the contract objectives.
- Inputs and outputs.
- Approval procedures, including those for working under existing traffic conditions.

3. RESOURCES AND SUBCONTRACTING AND CAPACITY PROVIDING ENTITIES

- A description of the available certified equipment (laboratory and field) that the Tenderer proposes to use during the assignment. The Tenderer shall clearly state the ownership of such equipment.
- A description of laboratory certificates and accreditation for analysis and sampling with included scanned copies and English non-certified translation in accordance with the ToR requirements.
- In case the Service Provider does not possess the accreditation SRPS EN 22475-1, they must provide a statement confirming that they will apply for such an accreditation or obtain a statement of equivalence - in no more than 7 days after the Notification of Intention to Award. The receipt of the accreditation is the obligation and responsibility of the awarded Tenderer. All cost for obtaining such accreditation will be borne by the Tenderer.
- A description of any subcontracting arrangements and arrangements with capacity providers with a clear indication of the tasks that will be entrusted to subcontractors and to capacity providers and a statement by the tenderer guaranteeing the eligibility of subcontractors and capacity providers.
- Details of staff as specified in chapter 2.1 of the ToR

4. TIMETABLE OF WORK

- The timing, sequence and duration of the proposed tasks for each section, taking into account travel time.
- Identification of periods and places of working under existing traffic, and/or those where circulation and electricity cut-offs will be required.

Organisation & methodology

- The identification and timing of major milestones in executing the contract, including an indication of how the achievement of these would be reflected in any reports, particularly those stipulated in the terms of reference.
- The methodologies contained in the offer should include a work plan indicating the envisaged resources to be mobilised.
- Approvals procedures

5. HEALTH AND SAFETY

- Description the issues on working under existing traffic conditions
 - Analysis of risks and mitigation measures

6. CURRICULUM VITAE – HEAD OF INVESTIGATIONS

- The tenderer shall provide details of the expert with license 391 or 491 who will be nominated as responsible engineer for laboratory and investigation activities. He/she shall have at least 10 years proven experience of leading equivalent activities in Serbia. In case of less than 10 years proven experience, 0 points will be awarded. Refer to evaluation grid for additional requirements.
- A CV shall be provided in the format as provided in the tender dossier.