



Terms of Reference

BSCK Office Interior Renovation

Organization:	Business Support Centre Kosovo
Service Provision for:	BSCK Office Interior Renovation
Length of Contract:	14 days
	1 April 2024 – 14 April 2024
Location / Place of Performance:	Prishtina, Kosovo

BACKGROUND

Terms of Reference

BSCK Office Interior Renovation

Description: : The selected contractor will be responsible for a comprehensive office interior renovation, including but not limited to:

a. **Painting:** - Thoroughly prepare surfaces for painting. - Application of high-quality paint to achieve a professional finish. - Coordination with BSCK for color selection, ensuring a cohesive and appealing environment. - renovation and reparation of walls, and lightning system. Up to 50% of walls are foreseen to be painted by high quality painting techniques.

Location / Place of Performance: str. Ukshin Hoti “Prime Residence”, C4/2, Entrance A, no. 2, Prishtine, 10000, Republic of Kosovo

BACKGROUND:

Business Support Centre Kosovo (BSCK) invites qualified and experienced contractors to submit tenders for the renovation of our office interior. The objective is to enhance the overall aesthetics and functionality of the workspace through activities such as wall painting, procurement and installation of new window blinds, chairs, desks, and related tasks.

PURPOSE OF ASSIGNMENT:

The selected contractor will be responsible for a comprehensive office interior renovation, including but not limited to:

a. **Painting:** - Thoroughly prepare surfaces for painting. - Application of high-quality paint to achieve a professional finish. - Coordination with BSCK for color selection, ensuring a cohesive and appealing environment, - renovation and reparation of walls, and lightning system. Up to 50% of walls are foreseen to be painted by high quality painting techniques.

Technical Specification / BSCK Office Interior Renovation

The office is 90 square meters, the price is negotiable, the team may come and checkup the offices and suggest materials and specific recommendations.

PLACE OF ASSIGNMENT:

Str. Ukshin Hoti “Prime Residence”, C4/2, Entrance A, no. 2, Prishtine, 10000, Republic of Kosovo

SCHEDULES

The assignment should be fulfilled in the fourth week of April 2024.

LANGUAGE:

All communication between the providers (Company) is to be done in English and/or Albanian.

APPLICATION PROCEDURE

Bids are to be sent electronically to: info@bsckosovo.org

Subject of the email: Bid For BSCK Office Interior Renovation Company Name

The bid shall consist in PDF format files, as follows:

- Financial Offer as per products' specifications, and including transportation costs at the agreed location. Prices shall be without VAT

The price shall be negotiable upon the final specifications made by both parties

APPLICATION DEADLINE: 22 March, 2024 at 16:00