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## SUPPLY PROCUREMENT NOTICE

### Supply of equipment for national information system for nature protection supervision

Republic of Croatia

#### 1. Publication reference

EuropeAid/132085/D/SUP/HR

#### 2. Procedure

Open

#### 3. Programme

IPA

#### 4. Financing

National Programme for Croatia under the IPA – Transition Assistance and Institution Building Component for 2009

#### 5. Contracting authority

Central Finance and Contracting Agency

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## CONTRACT SPECIFICATIONS

#### 6. Description of the contract

The overall objective of the project **Supply of equipment for national information system for nature protection supervision** is preservation of existing biodiversity in Croatia by strengthening of the inspection supervision in proposed NATURA 2000 sites and implementing effective supervision in the proposed sites. The purpose of this contract is supply, delivery, unloading, and after-sales services (Lot 1) of IT equipment (which includes web server, database server, switch SAN, UPS with software, tablet PCs, compact tablet PCs, laptops, docking stations, monitors, GPS devices, mobile printers, scanners, colour laser printers, projectors, digital compact cameras and binoculars), microchip readers, animal transport cages and textile equipment.

#### 7. Number and titles of lots

LOT 1 - Servers, Switch SAN and UPS with software

LOT 2 – IT equipment, digital video equipment and binoculars

LOT 3 – Microchip readers

LOT 4 – Animal transport cages

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## TERMS OF PARTICIPATION

### 8. Eligibility and rules of origin

Participation is open to all legal persons participating either individually or in a grouping (consortium) of tenderers which are established in a Member State of the European Union or in a country or territory of the regions covered and/or authorised by the specific instruments applicable to the programme under which the contract is financed (see item 22 below). All goods supplied under this contract must originate in one or more of these countries. Participation is also open to international organisations. Participation of natural persons is directly governed by the specific instruments applicable to the programme under which the contract is financed.

### 9. Grounds for exclusion

Tenderers must submit a signed declaration, included in the Tender Form for a Supply Contract, to the effect that they are not in any of the situations listed in point 2.3.3 of the Practical Guide to contracts procedures for EU external actions.

Tenderers and, if they are legal entities, persons who have powers of representation, decision-making or control over them, are informed that, should they be in one of the situations mentioned in:

- Commission decision (2008/969/EC, Euratom) of 16 December 2008 on the Early Warning System (EWS) for the use of authorising officers of the Commission and the executive agencies (OJ, L 344, 20.12.2008, p. 125),
- Commission Regulation (2008/1302/EC, Euratom) of 17 December 2008 on the central Exclusion Database – CED (OJ, L 344, 20.12.2008, p.12),

their personal details (name, given name if natural person, address, legal form and name and given name of the person with powers of representation, decision-making or control, if legal person) may be registered in the EWS and CED, and communicated to the persons and entities listed in the above-mentioned decision and regulation, in relation to the award or the execution of a procurement contract or a grant agreement or decision

### 10. Number of tenders

Tenderers may submit only one tender per lot. Tenders for parts of a lot will not be considered. Any tenderer may state in its tender that it would offer a discount in the event that its tender is accepted for more than one lot. Tenderers may not submit a tender for a variant solution in addition to their tender for the supplies required in the tender dossier.

### 11. Tender guarantee

Tenderers must provide a tender guarantee of

Lot 1	1500 EUR
Lot 2	5000 EUR

when submitting their tender. This guarantee will be released to unsuccessful tenderers once the tender procedure has been completed and to the successful tenderer(s) upon signature of

the contract by all parties. This guarantee will be called upon if the tenderer does not fulfil all obligations stated in its tender.

## **12. Performance guarantee**

The successful tenderer will be asked to provide a performance guarantee of 10% (in case of Lot 2) of the amount of the contract at the signing of the contract. This guarantee must be provided together with the return of the countersigned contract no later than 30 days after the tenderer receives the contract signed by the Contracting Authority. If the selected tenderer fails to provide such a guarantee within this period, the contract will be void and a new contract may be drawn up and sent to the tenderer which has submitted the next cheapest compliant tender.

## **13. Information meeting and/or site visit**

No information meeting is planned

## **14. Tender validity**

Tenders must remain valid for a period of 90 days after the deadline for submission of tenders.

## **15. Period of implementation of tasks**

The implementation period will last 130 days for Lots 1-5, starting from day of issuance of Commencement Order and ending on the day of issuance of the certificate of Provisional Acceptance. The implementation period will include delivery period of 90 days.

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# **SELECTION AND AWARD CRITERIA**

## **16. Selection criteria**

The following selection criteria will be applied to tenderers. In the case of tenders submitted by a consortium, these selection criteria will be applied to the consortium as a whole:

- 1) Economic and financial capacity of tenderer (based on i.a. item 3 of the Tender Form for a Supply Contract). In case of tenderer being a public body, equivalent information should be provided.
  - (a) the annual turnover of the tenderer for the years 2009, 2010 and 2011<sup>1</sup> must be at least two times of the submitted financial proposal<sup>2</sup>
  - (b) the cash and cash equivalents of the tenderer at the end of years 2009, 2010 and 2011 are positive
- 2) Technical capacity of tenderer (based on i.a. items 5 and 6 of the Tender Form for a

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<sup>1</sup> Year 2009 is considered to be “two years before last year”, year 2010 is considered to be “year before last year” and year 2011 is considered to be “last year”.

<sup>2</sup> If the tenderer applies for more than one lot, the total offered price (meaning, the total sum of offered prices stated in the tenderer’s declaration for all tendered lots) will be evaluated against the set annual turnover.

## Supply Contract)

(a) the tenderer has successfully completed at least one contract in the field related to this contract (supply of IT equipment) if applying for Lot 1 or Lot 2, with the budget of at least that of his financial proposal for these lots within the last three (3) years before the deadline for submission of tenders (indicated in article 19 of this Procurement Notice) and the tenderer has successfully completed at least one contract in the field related to this contract (supply of microchip readers/scanners) if applying for Lot 3<sup>3</sup>, with the budget of at least that of his financial proposal for this lot within the last three (3) years before the deadline for submission of tenders (indicated in article 19 of this Procurement Notice).

An economic operator may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. Some examples of when it may *not* be considered appropriate by the Contracting Authority are when the tenderer relies in majority on the capacities of other entities or when they rely on key criteria. If the tenderer relies on other entities it must prove to the Contracting Authority that it will have at its disposal the resources necessary for performance of the contract, for example by producing an undertaking on the part of those entities to place those resources at its disposal. Such entities, for instance the parent company of the economic operator, must respect the same rules of eligibility and notably that of nationality, as the economic operator. Furthermore, the data for this third entity for the relevant selection criterion should be included in the tender in a separate document. Proof of the capacity will also have to be furnished when requested by the Contracting Authority.

## 17. Award criteria

Price.

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# TENDERING

## 18. How to obtain the tender dossier

The tender dossier is available from the following Internet address: <https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome>. The tender dossier is also available from the Contracting Authority from the following address: <http://www.safu.hr>. Tenders must be submitted using the standard Tender Form for a Supply Contract included in the tender dossier, whose format and instructions must be strictly observed.

Tenderers with questions regarding this tender should send them in writing to Central Finance and Contracting Agency, Ulica grada Vukovara 284, objekt C, 10 000 Zagreb, Croatia (Središnja agencija za financiranje i ugovaranje programa i projekata EU, Ulica grada Vukovara 284, objekt C, 10 000 Zagreb, Hrvatska), mail [procurement@safu.hr](mailto:procurement@safu.hr) or by fax: +385 (0)1 4591 075 (mentioning the publication reference shown in item 1) at least 21 days before the deadline for submission of tenders given in item 19. The Contracting Authority must reply to all tenderers' questions at least 11 days before the deadline for submission of tenders. Eventual clarifications or minor changes to the tender dossier shall be published at the latest 11 days before the submission deadline on the EuropeAid website at

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<sup>3</sup> In case of other lots the technical capacity is not required

<https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome> and on the CFCFA website at: <http://www.safu.hr>.

## **19. Deadline for submission of tenders**

28 January 2013 at 10:00 Zagreb Local Time at the premises of Central Finance and Contracting Agency, Ulica grada Vukovara 284, objekt C, 10 000 Zagreb, Croatia

Any tender received after this deadline will not be considered.

## **20. Tender opening session**

28 January 2013 at 12:00 Zagreb Local Time at the premises of Central Finance and Contracting Agency, Ulica grada Vukovara 284, objekt C, 10 000 Zagreb, Croatia

## **21. Language of the procedure**

All written communications for this tender procedure and contract must be in English.

## **22. Legal basis**

EC Council Regulation No 1085/2006 of 17 July 2006 establishing an Instrument for Pre-Accession Assistance (IPA).