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# SUPPLY PROCUREMENT NOTICE

## Strengthening Capacities of USKOK-supply of equipment

### Republic of Croatia

#### 1. Publication reference

2007-0101-0103

#### 2. Procedure

Open

#### 3. Programme

IPA

#### 4. Financing

National Programme for Croatia under the IPA- Transition Assistance and Institution Building Component for 2007

#### 5. Contracting authority

Central Finance and Contracting Agency

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## CONTRACT SPECIFICATIONS

#### 6. Description of the contract

The aim of the contract is to supply USKOK (Office for the Suppression of Corruption and Organised Crime) with analytical software and IT and multimedia equipment in order to strengthen its case management capacity. Analytical software will be used for detailed analysis of USKOK cases. It should speed up processes as well as efficiency of USKOK personnel. IT and multimedia equipment will be used for enhancing and better functioning of USKOK and it will be used to enhance and upgrade technical capacity of USKOK personnel.

#### 7. Number and titles of lots

**Lot No.1:** Analytical software

**Lot No.2:** IT and Multimedia equipment

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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 EC external actions.

### **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**

Not applicable.

### **12. Performance guarantee**

The successful tenderer will be asked to provide a performance guarantee of 10% 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 and/or site visit 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 84 days for lot 1 and 100 days for lot 2 , 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 30 days

for Analytical software (Lot 1) and 60 days for IT and multimedia equipment (Lot 2).

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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 year 2008<sup>1</sup> must be at least two times of the submitted financial proposal.
  - b) cash and cash equivalents of tenderer at the end of year 2007 and year 2008 are positive.
- 2) Technical capacity of tenderer (based on i.a. items 5 and 6 of the Tender Form for a Supply Contract)
  - (a) the tenderer has successfully completed at least one contract in the field related to this contract (supply of Analytical software if applying for LOT 1 or supply of IT and/or multimedia equipment if applying for LOT 2) with the budget of at least half of his financial proposal for this tender in 2006, 2007 or 2008.

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. It must in that case 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.

### 17. Award criteria

Price.

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<sup>1</sup> 2007 is considered to be year before last and 2008 is considered to be last year.

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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, 10 000 Zagreb, Croatia (Središnja agencija za financiranje i ugovaranje programa i projekata EU, Ulica grada Vukovara 284, 10 000 Zagreb, Hrvatska), mail [cfcu@mfin.hr](mailto:cfcu@mfin.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 <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

30<sup>th</sup> March 2009 at 10:00 Zagreb Local Time at the premises of Central Finance and Contracting Agency, Ulica grada Vukovara 284, 10 000 Zagreb, Croatia.

Any tender received after this deadline will not be considered.

### 20. Tender opening session

30<sup>th</sup> March 2009 at 12:00 Zagreb Local Time at the premises of Central Finance and Contracting Agency, Ulica grada Vukovara 284, 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).