

**“Supply of Operational and Maintenance Equipment for Karlovac Water and Waste Water Programme”  
ISPA 2005 HR 16 P PE 001**

**Questions and answers**

**„Supply of Operational and Maintenance Equipment for Karlovac Water and Waste Water Programme”**

**Karlovačka County, Croatia**

**1. Publication reference**

EuropeAid/128448/D/SUP/HR

**2. Procedure**

Open

**3. Programme**

ISPA 2005

**4. Financing**

ISPA Karlovac Water and Waste Water Programme

**5. Contracting Authority**

Central Finance and Contracting Agency

QUESTIONS	ANSWERS
<p><b>1.</b> Annex II + III: TECHNICAL SPECIFICATIONS, Lot No. 3 – Vehicles: The requirement is for commercial warranty of 2 years after the end of 1 year's standard warranty period for all items. As the standard warranty period for the vehicles is 2 years, is it sufficient for us to quote for an additional 1 year's commercial warranty in our tender (total of 3 years)?</p>	<p><b>1.</b> Tenderer is expected to explicitly confirm compliance with requirements concerning Commercial warranty for Lot 3 (Vehicles) as described in the Technical specification (<i>2 years after the end of 1 year standard warranty period for all items</i>) as well as to provide description of the organization of the Commercial warranty tendered in accordance with conditions laid down in Article 32 of the General Conditions and Article 33 of the Special Conditions.</p>
<p><b>2.</b> If we shall apply as a bidder to the offer for the Lot 1 and Lot 2, should the offers and attachments be bound as one whole or is it possible to bind every Lot into a separate whole?</p>	<p><b>2.</b> Both solutions are acceptable.</p>
<p><b>3.</b> Whether in the documentation needs to be enclosed an additional declaration on a separate form that we as a company are not in a situation according to Article 2.3.3. of the practical guide or is a declaration as part of the document “Tender form for a supply contract” sufficient?</p>	<p><b>3.</b> At the tendering phase, the declaration as part of the document “Tender form for a supply contract” is sufficient.</p>
<p><b>4.</b> Is it sufficient to verify the document “Tender form for a supply contract” by a responsible person of the tenderer or is it required to be verified at the notary public?</p>	<p><b>4.</b> The document “Tender Form for a Supply Contract” needs to be signed by the person duly authorised by the tenderer.</p>
<p><b>5.</b> Is it necessary to bind the technical, financial proposal and documentation into one entirety or is it necessary to bind the technical, financial proposal and documentation in separate entities?</p>	<p><b>5.</b> As mentioned in the <i>Instructions to tenderers</i>, Article 10 <i>Submission of tenders</i>, the technical and financial offers must be placed together in a sealed envelope. It is not necessary to separately bind the technical, financial offer and documentation.</p>

QUESTIONS	ANSWERS
6. Is the original offer packed in a separate envelope, or can it be packed in the same envelope with samples of the offer copy?	6. According to the sub-section 10.2 of the Instructions to tenderers, it is most important that the original is visibly marked as “original” but it can be placed in the same envelope with copies of the tender visibly marked as “copies”.
7. Is it necessary to number the pages which are bound in the whole offer?	7. It is not necessary but it is recommendable to number the pages which are bound in the whole offer.