
SUPPLY PROCUREMENT NOTICE

Supply of equipment for the Police Academy

Croatia

1. Publication reference

EuropeAid/123853/D/SUP/HR

2. Procedure

Open

3. Programme

Phare 2005

4. Financing

Croatia 2005 Phare National Programme

5. Contracting authority

Ministry of Finance of the Republic of Croatia, Central Finance and Contracting Unit

CONTRACT SPECIFICATIONS

6. Description of the contract

Aim of contract is to improve the capacity of the Ministry of the Interior to manage its human resources and to enhance the police education and training system, in order to increase overall efficiency and staff motivation. The Contract will include supply of the following equipment: IT and audio-video equipment, traffic police equipment and classroom furniture and accessories.

7. Number and titles of lots

Lot 1: Personal Computers

Lot 2: Peripherals

Lot 3: Audio-video equipment

Lot 4: Furniture

Lot 5: Specialized items

Lot 6: Traffic Police equipment

Lot 7: Local Area Network

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] of the Member States and the countries and territories of the regions covered and/or authorised by the Regulations on access to Community external assistance and other specific instruments applicable to the programme under which the contract is financed (see also item 22 below). All goods supplied under this contract must originate in one or more of these countries. 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

Tenderers must provide a tender guarantee of **1.500 EUR for Lot 1, 700 EUR for Lot 2, 1.000 EUR for Lot 3 and 1.500 EUR for Lot 4** 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% 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 best 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

67 days for the delivery as from the date of the Commencement Order issued by the Project Manager. The implementation period shall run from the date of Commencement Order for a maximum period of 135 days (day of issuance of the certificate of Provisional acceptance).

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)

(a) the average annual turnover of the tenderer for the last year must be at least two times of the submitted financial proposal

(b) the cash and cash equivalents of tenderer at the beginning of this year, last year and year before last are positive

2) Professional capacity of tenderer (based on i.a. items 4 and 5 of the Tender Form for a Supply Contract)

(a) has a minimum of 10 permanent staff employed

3) 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 with the budget of at least that of his financial proposal for this tender during the period covering last three years

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. Under the same conditions, a consortium of economic operators may rely on the capacities of members of the consortium or of other entities.

17. Award criteria

Price.

TENDERING

18. How to obtain the tender dossier

The tender dossier is available from the following Internet address: http://europa.eu.int/comm/europeaid/tender/index_en.htm. The tender dossier is also available from the Contracting Authority from the following address: <http://cfcu.mfin.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 cfcu@mfin.hr or mail: Ministry of Finance, Department for Financing EU Assistance Programmes and Projects-CFCU (Ministarstvo financija Republike Hrvatske, Uprava za financiranje programa i projekata pomoći EU – SJFU), Katančičeva 5, 10000 Zagreb, Croatia (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 to the tender dossier shall be published on the EuropeAid website at http://europa.eu.int/comm/europeaid/index_en.htm, and on the <http://cfcu.mfin.hr> website.

19. Deadline for submission of tenders

At **15.00 hrs local time on 04 May 2007** at the premises of the Ministry of Finance, Katančičeva 5, 10000 Zagreb, Croatia.

Any tender received after this deadline will not be considered.

20. Tender opening session

At **10.00 hrs local time on 07 May 2007** at the premises of the Ministry of Finance, Katančičeva 5, 10000 Zagreb, Croatia.

21. Language of the procedure

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

22. Legal basis

Council Regulation (EEC) no.3906/89 of 18 December 1989, as last amended by Council Regulation (EC) no.2257/2004 of 20 December 2004.