

**SERVICE CONTRACT NOTICE**  
**National Traffic Model for the Republic of Croatia**  
**Croatia**

**1. Publication reference**

EuropeAid/133987/D/SER/HR.

**2. Procedure**

Restricted.

**3. Programme**

IPA.

**4. Financing**

Transport Operational Programme 2007–2013 for European Union assistance under the IPA Regional Development component in Croatia.

**5. Contracting Authority**

Central Finance and Contracting Agency, Zagreb, Republic of Croatia.

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**CONTRACT SPECIFICATION**

**6. Nature of contract**

Global price.

**7. Contract description**

The purpose of this contract is designing a national traffic model for the Republic of Croatia covering the national traffic flows to be used during the lifetime of the Croatian transport development strategy and simulate the behaviour of the traffic in the transportation system over time and space to predict system performance. The transport model shall define the current transport conditions and determine future goals aimed at supporting an efficient integrated, balanced and sustainable development of all transport sectors of the Republic of Croatia.

**8. Number and titles of lots**

No, one lot only.

**9. Maximum budget**

1.200.000,00 EUR.

## **10. Scope for additional services**

The Contracting Authority may, at its own discretion, extend the project in duration and/or scope subject to the availability of funding up to a maximum not exceeding the length and value of the initial contract. Any extension of the contract would be subject to satisfactory performance by the Contractor.

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## **CONDITIONS OF PARTICIPATION**

### **11. Eligibility**

Participation is open to all legal persons participating either individually or in a grouping (consortium) of candidates 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 also item 29 below). Participation is also open to international organisations. The participation of natural persons is governed by the specific instruments applicable to the programme under which the contract is financed.

### **12. Candidature**

All eligible natural and legal persons (as per item 11 above) or groupings of such persons (consortia) may apply.

A consortium may be a permanent, legally-established grouping or a grouping which has been constituted informally for a specific tender procedure. All members of a consortium (i.e., the leader and all other members) are jointly and severally liable to the Contracting Authority.

The participation of an ineligible natural or legal person (as per item 11) will result in the automatic exclusion of that person. In particular, if that ineligible person belongs to a consortium, the whole consortium will be excluded.

### **13. Number of applications**

No more than one application can be submitted by a natural or legal person whatever the form of participation (as an individual legal entity or as leader or member of a consortium submitting an application). In the event that a natural or legal person submits more than one application, all applications in which that person has participated will be excluded.

### **14. Shortlist alliances prohibited**

Any tenders received from tenderers comprising firms other than those mentioned in the short-listed application forms will be excluded from this restricted tender procedure unless prior approval from the Contracting Authority has been obtained (see PRAG 2.4.3.). Short-listed candidates may not form alliances or subcontract to each other for the contract in question.

### **15. Grounds for exclusion**

As part of the application form, candidates must submit a signed declaration, included in the standard application form, to the effect that they are not in any of the exclusion situations listed in Section 2.3.3 of the Practical Guide to contract procedures for EC external actions.

## 16. Sub-contracting

Subcontracting is allowed.

## 17. Number of candidates to be short-listed

On the basis of the applications received, between 4-8 candidates will be invited to submit detailed tenders for this contract. If the number of eligible candidates meeting the selection criteria is less than the minimum of 4, the Contracting Authority may invite the candidates who satisfy the criteria to submit a tender.

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### PROVISIONAL TIMETABLE

#### 18. Provisional date of invitation to tender

28 June 2013.

#### 19. Provisional commencement date of the contract

December 2013.

#### 20. Initial period of implementation of tasks

24 months.

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### SELECTION AND AWARD CRITERIA

#### 21. Selection criteria

Same criteria for legal and natural person.

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

**1) Economic and financial capacity of candidate** (based on item 3 of the application form). In case of candidate being a public body, equivalent information should be provided.

Criteria for legal and natural persons:

1. The annual turnover of the tenderer must exceed EUR 600.000,00 for each of the years 2010, 2011 and 2012.
2. The current assets of the candidate during the years 2010, 2011 and 2012 were larger than the current liabilities.

**2) Professional capacity of candidate** (based on items 4 and 5 of the application form)

Criteria for natural and legal persons:

1. At least 4 staff members currently work for the candidate in the field related to this contract (transport analysis, transport modelling) and are permanent.

### **3) Technical capacity of candidate** (based on items 5 and 6 of the application form)

Criteria for legal and natural persons:

- (a) The candidate has successfully completed at least 1 contract in the field of transport analysis and transport modelling.

The contract must have been with a budget (own contribution) equal to or exceeding 1.000.000,00 EUR.

If the above mentioned fields (transport analysis, transport modelling) are covered by separate contracts, only one of the contracts must have been with a budget (own contribution) equal to or exceeding the established amount of 1.000.000,00 EUR.

- (b) The contract must have been completed within the last three (3) years before the deadline for receipt of applications, as indicated in the point 23 of this Contract Notice.

Previous experience which would have led to breach of contract and termination by a Contracting Authority shall not be used as reference. This is also applicable concerning the previous experience of experts required under a fee-based service contract.

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.

If more than 8 eligible candidates meet the above selection criteria, the relative strengths and weaknesses of the applications of these candidates must be re-examined to identify the eight best candidates. The only factors which will be taken into consideration during this re-examination are:

- 1) The total number of projects managed by the candidate according to criterion 3 (technical capacity of candidate);
- 2) In case of competition between 2 or more candidates having the same number of eligible projects, the candidates will be ranked in descending order according to the total amount of their own contribution to the eligible projects.

## **22. Award criteria**

Best value for money.

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## **APPLICATION**

## **23. Deadline for receipt of applications**

16:00 hours, Zagreb local time, on 10 June 2013.

Any application received after this deadline will not be considered.

## **24. Application format and details to be provided**

Applications must be submitted using the standard application form, the format and instructions of which must be strictly observed. The application form is available from the following Internet address: [http://ec.europa.eu/europeaid/work/procedures/implementation/services/index\\_en.htm](http://ec.europa.eu/europeaid/work/procedures/implementation/services/index_en.htm)

Any additional documentation (brochure, letter, etc.) sent with an application will not be taken into consideration.

## **25. How applications may be submitted**

Applications must be submitted in English exclusively to the Contracting Authority in a sealed envelope:

- EITHER by recorded delivery (official postal service) to:

Central Finance and Contracting Agency  
Ulica grada Vukovara 284, objekt C  
10000 Zagreb, Croatia

- OR hand delivered (including courier services) directly to the Contracting Authority in return for a signed and dated receipt to:

Central Finance and Contracting Agency  
Ulica grada Vukovara 284, objekt C  
10000 Zagreb, Croatia

The Contract title and the Publication reference (see item 1 above) must be clearly marked on the envelope containing the application and must always be mentioned in all subsequent correspondence with the Contracting Authority.

Applications submitted by any other means will not be considered.

## **26. Alteration or withdrawal of applications**

Candidates may alter or withdraw their applications by written notification prior to the deadline for submission of applications. No application may be altered after this deadline.

Any such notification of alteration or withdrawal shall be prepared and submitted in accordance with Item 25. The outer envelope (and the relevant inner envelope if used) must be marked 'Alteration' or 'Withdrawal' as appropriate.

## **27. Operational language**

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

## **28. Date of publication of prior information notice**

31 January 2013.

Notice number in OJ: 2013/S 022-032970

**29. Legal basis**

EC Council Regulation No 1085/2006 of 17.7.2006 establishing an Instrument for Pre-Accession Assistance (IPA).

**30. Additional information**

Opening hours of the CFCA are from 8:00 to 16:30 hours.