
WORKS PROCUREMENT NOTICE

**Roma support project: Infrastructure improvement in 1 Roma settlement in Međimurje county,
Republic of Croatia**

1. Publication reference

2005-0202-0101

2. Procedure

Local Open

3. Programme

Phare 2005

4. Financing

Croatia 2005 Phare National Programme

5. Contracting Authority

The Ministry of Finance of the Republic of Croatia, Central Financing and Contracting Unit,
Katančičeva 5, 10000 Zagreb

CONTRACT SPECIFICATIONS

6. Description of the contract

Roma settlement Parag in Međimurje County is situated on the area of 15,0ha where in 180 existing houses live 1200 inhabitants. According to the Detailed Urban Plan of the settlement new 120 houses are planned to be built, therefore the infrastructure improvement through the construction of roads, water and electricity supply system will improve the environmental and general living conditions of existing and potential users in the settlement.

The works under the current project consist of following elements:

Community roads: reconstruction of the existing roads (length 1240m, surface asphalt, width 1.6-7.00m) and the construction of nine new roads (length 2705m, surface asphalt, width 4.50-10.00m).

Water supply: closed ring system of the water supply network in length 3289.35m with a cross section of DN 110mm

Electricity supply:

- construction of a transformer station 10(20)/0.4 kV
- construction of a 10(20) connection line in length of 50m
- construction of a low voltage network (in length of 120m underground and 1881m overhead)
- construction of a public lighting (in length of 120m underground).

7. Number and titles of lots

Not applicable.

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 also heading 22 below). All works, supplies and services under this contract must originate in one or more of these countries. Participation is also open to international organisations. The 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 Works Contract, to the effect that they are not in any of the situations listed in point 2.3.3 of the *Practical Guide to contract procedures for EC external actions*.

10. Number of tenders

Tenderers may submit only one tender for the whole works. Tenders for only parts of the works will not be considered. Any tenderer may state in its tender that it would offer a discount. Tenderers may not submit a tender for a variant solution in addition to their tender for the works required in the tender dossier.

11. Tender guarantee

Tenderers must provide a tender guarantee of 10,000.00 euros 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.

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 second best admissible tender.

13. Information meeting and/or site visit

The Tenderer is obliged to attend the clarification meeting and to visit and inspect the site of the Works and its surroundings for the purpose of assessing, at his own responsibility, expense and risk, factors necessary for the preparation of his tender and the signing of the contract for the Works.

A site visit will take place on 21 August 2007 in Čakovec. The site visit will start at 10:00hrs on 21 August 2007 at the following address:

Međimurska županija
Ruđera Boškovića 2
40000 Čakovec, Croatia

A clarification meeting will be organized at 13:00hrs on 21 August 2007 at the following address:

Međimurska županija
Ruđera Boškovića 2
40000 Čakovec, Croatia

Participation in the site visit and the clarification meeting should be confirmed in writing by e-mail to: cfcu@mfin.hr not later than 5 days prior to the meeting/site visit.

The minutes of the clarification meeting will be submitted in writing to the Tenderers by publishing them on the web page of the Contracting Authority: <http://cfcu.mfin.hr/>

14. Tender validity

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

15. Period of implementation

5 months.

SELECTION AND AWARD CRITERIA

16. Selection criteria

The minimum qualifying criteria for a sole Tenderer shall include:

- a. The Tenderer shall be a registered firm or natural person capable of carrying out the specified Works.
- b. The Tenderer must have a minimum turnover of the average annual turnovers in the past 3 years, of at least € 1.0 million.
- c. Annual operating profit (including all administrative and financial expenditure, depreciation according to plan but excluding extraordinary expenditure and income as well as taxes) of the Tenderer must be positive for at least 2 of the previous 3 years.
- d. The Tenderer (i.e. he may have subcontractors, but he is not a partner in a Joint Venture for the purposes of the Tender) shall have the ability to carry out at least 70% of the Contract Works by his own means, defined as meaning that he must have the equipment, materials, human and financial resources necessary to enable him to carry out this percentage of the Contract.
- e. The Tenderer must have access to credit and other financial facilities adequate to assure the required cash flow for the duration of the Contract. In any case the credit amount should exceed € 0,15 million.
- f. The Tenderer shall have successfully completed at least 3 projects of the same nature, value and complexity comparable to the Tendered Works over the last 5 years. Copies of the respective Performance Certificates for these projects shall be provided.
- g. All key personnel shall have at least 10 years of adequate experience and proven qualifications relevant to their position and the works of a similar nature to this project.

The minimum qualifying criteria for a Joint-Venture Tenderer shall include:

- a. All partners in the Joint-Venture shall be registered firms or natural persons capable of carrying out the specified Works or parts thereof.
- b. The Leading Partner must have a minimum turnover of the average annual turnovers in the past 3 years, of at least € 0.7 million.
- c. All members of the Joint-Venture/Consortium combined must have a minimum of average annual turnovers in the past 3 years, of at least € 1.0 million.
- d. Annual operating profit (including all administrative and financial expenditure, depreciation according to plan but excluding extraordinary expenditure and income as well as taxes) of the leading partner must be positive for at least 2 of the previous 3 years.
- e. The Leading Partner in a Joint Venture/Consortium shall have the ability to carry out at least 50% of the Contract Works by his own means, defined as meaning that he must have the equipment, material, human and financial resources necessary to enable him to carry out this percentage of the Contract.
- f. Any partner in a Joint Venture/Consortium (i.e. not the Leading Partner) shall carry out at least 10% of the Contract Works by his own means.
- g. All members of the Joint-Venture/ Consortium combined shall have successfully completed at least 3 projects of the same nature, amount and complexity comparable to the Tendered Works over the last 5 years. Copies of the respective Performance Certificates for these projects shall be provided.
- h. The Leading Partner must have access to credit and other financial facilities adequate to assure the required cash flow for the duration of the Contract. In any case the credit amount should exceed € 0.15 million.
- i. All key personnel shall have at least 10 years of adequate experience and proven qualifications relevant to their position and the works of a similar nature to this project.

17. Award criteria

Price.

TENDERING

18. How to obtain the tender dossier

The tender dossier is available from the Ministry of Finance of the Republic of Croatia, Central Finance and Contracting Unit, Katančićeva 5, 10000 Zagreb, Croatia upon payment of 150 EUR in favour of the Ministry of Finance of the Republic of Croatia at the Bank Account in Privredna banka Zagreb d.d.:

Giro account: 702000-132344-91
 SWIFT CODE: PBZG HR 2X
 Purpose of payment: For tender dossier

or Croatian currency countervalue of the relevant amount due in EUR in favour of the Ministry of Finance of the Republic of Croatia, in accordance with provisions of the current Foreign Exchange Act of the Republic of Croatia, at the Bank Account in Croatian National Bank:

Žiro račun: 1001005-1863000160
Model: 64
Poziv na broj: 9733-20157- MB (uplatitelja)
Svrha: Uplata za natječajnu dokumentaciju

The aforementioned payment excludes courier delivery.

The tender dossier is also available for inspection at the premises of the Contracting Authority, address as in point 5 above. Tenders must be submitted using the standard tender form 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: Central Finance and Contracting Unit, Ministry of Finance, 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 tenderer's questions at least 11 days before the deadline for submission of tenders. Eventual clarifications to the tender dossier will be published on the EuropeAid website at http://ec.europa.eu/europeaid/work/procedures/index_en.htm and on the CFCU website at http://cfcu.mfin.hr/tenderYYY/CARDS_2004.htm.

19. Deadline for submission of tenders

12:00hrs Zagreb Local Time on 17 September 2007, at the Ministry of Finance, Central Finance and Contracting Unit, Katančičeva 5, 10000 Zagreb, Croatia.

Any tender received after this deadline will not be considered.

20. Tender opening session

Tenders will be opened in public session on 17 September 2007 at 14:00hrs Zagreb Local Time at the office of the Central Finance and Contracting Unit, Ministry of Finance, Katančičeva 5, 10000 Zagreb, Croatia, by the Committee appointed for the purpose. The Committee will draw up minutes of the meeting, which shall be available to tenderers on request.

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) 2257/2004 of 20 December 2004”.