

The Municipality of Sveta Nedelja intends to award a works contract for “RECONSTRUCTION OF UNCLASSIFIED ROADS IN THE MUNICIPALITY OF SVETA NEDELJA “ which Standard advertisement for local open tender procedures (Summary) is published on 20.06.2013. under publication reference number: [EUROPEAID/ 134739 /M/WKS/HR](https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?ADSSChck=1371802645676&do=publi.detPUB&searchtype=QS&orderby=upd&orderbyad=Desc&nbPubliList=15&page=2&aoref=134739) on the EuropeAid website <https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?ADSSChck=1371802645676&do=publi.detPUB&searchtype=QS&orderby=upd&orderbyad=Desc&nbPubliList=15&page=2&aoref=134739>

Document for completion and publication by the Contracting Authority.

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## WORKS CONTRACTNOTICE

### RECONSTRUCTION OF UNCLASSIFIED ROADS IN THE MUNICIPALITY OF SVETA NEDELJA, REPUBLIC OF CROATIA, ISTRIAN COUNTY

**1. Publication reference**

3011812008/WKS

**2. Procedure**

Open

**3. Programme**

IPA

**4. Financing**

IPARD programme 2007-2013 Agriculture and Rural Development Plan

**5. Contracting Authority**

Municipality of Sveta Nedelja

Nedeščina 103, 52231 Nedeščina

### CONTRACT SPECIFICATIONS

**6. Description of the contract**

The contracting works are related on reconstruction project for unclassified roads for the Municipality of Sveta Nedelja in the Istrian County. Reconstruction project for unclassified roads for the Municipality of Sveta Nedelja applies to road sections Snašići – Tomiyi – Mali Turini, Santalezi – Cere, Batelići – Markoci, Ripenda- Crkveno, Žnjidari – Baloti, Štrmac – Crkveno, Vrečari – Štrmac of the municipality with the purpose of better connection of the villages with their rural areas as well as with other neighbouring areas, all in order to create conditions for better business and better living for residents of Municipality of Sveta Nedelja,

which is an undeveloped area from which the population is continuously emigrating.

Reconstruction shall be done on sections of existing road which is functional, but as gravel (white) roads, so the reconstruction of the existing roads is relatively simple, with no mayor construction or any other works.

**7. Number and titles of lots**

no, one lot only

**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 EU 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 works required in the tender dossier.

**11. Tender guarantee**

Tenderers must provide a tender guarantee of 6.072,19 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 next cheapest compliant tender.

### **13. Information meeting and/or site visit**

The tenderer is strongly advised, but not 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.

Clarification meeting will be held 12 August 2013 at 10:00 local time in the premises of the Municipality of Sveta Nedelja, Nedeščina 103, 52231 Nedeščina and site visit will be held 12 August 2013 at 11:00 local time.

### **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**

six (6) months

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## **SELECTION AND AWARD CRITERIA**

### **16. Selection criteria**

The selection criteria for each tenderer are as follows:

#### **The minimum qualifying criteria for the sole tenderer include:**

1. Economic and financial capacity of candidate:
  - a) The average annual turnover of the tenderer in the last 3 years must be equal to or exceeding 607.218,92 EUR and at least 212.526,62 EUR in each year.
  - b) Tenderer must have access to sufficient credit and other financial facilities to cover the required cash flow for the duration of the contract. In any case, the amount of credit available must exceed the equivalent of: 303.609,46 EUR.
  
2. Technical and professional capacity of candidate:
  - a) Tenderer must be a registered firm or natural person legally capable of carrying out the specified works.
  - b) Tenderer must carry out at least 70% of the contract works by his own resources (equipment, materials, human and financial resources)

- c) Tenderer must have approval for the performance of construction in accordance with Act on architectural and engineering services and activities in physical planning and building – Group G (OG 152/08 and 49/11)
- d) Tenderer must indicate key personnel (in accordance with subclause 12.1.9.)- 1 employee who is a site engineer (conditions of Group G). Site engineer is a civil engineer who has three (3) years relevant work experience and appropriate qualifications in accordance with Article 47 and 48 Act on architectural and engineering services and activities in physical planning and building (OG 152/08 and 49/11).
- e) All key personnel to be mobilised for this project must have appropriate experience and proven qualifications relevant to works of a similar nature to this project as it is specified in the Tender Dossier, volume 1, section 1. Instructions to tenderers, sub-clause 12.1.9.
- f) Tenderer, as a main works contractor, must have successfully completed 2 projects of the same nature and complexity comparable to the works concerned by the tender over the last five (5) years.

**The minimum selection criteria for Joint venture/ consortium include:**

1. Economic and financial capacity of candidate:

- a) The average annual turnover of the Leader of consortium/Joint venture in the last 3 years must be equal to or exceeding 182.165,68 EUR, but not less than 75.902,37 EUR in each year.
- b) The average annual turnover of the consortium/joint venture in the last 3 years must be equal to or exceeding 607.218,92 EUR and at least 212.526,62 EUR in each year.
- c) Tenderer must have access to sufficient credit and other financial facilities to cover the required cash flow for the duration of the contract. In any case, the amount of credit available must exceed the equivalent of: 303.609,46 EUR.

2. Technical and professional capacity of candidate:

- a) Tenderer must be a registered firm or natural person legally capable of carrying out the specified works.
- b) Tenderer must carry out at least 70% of the contract works by his own resources (equipment, materials, human and financial resources)
- c) Tenderer must have approval for the performance of construction in accordance with Act on architectural and engineering services and activities in physical planning and building – Group G (OG 152/08 and 49/11)
- d) Lead member of joint venture/consortium has ability to carry out at least 50% of the contract works by his own means.
- e) Another member of joint venture/consortium must have ability to carry out at least 10% of the contract works by his own means

- f) Tenderer must indicate key personnel (in accordance with subclause 12.1.9.)- 1 employee who is a site engineer (conditions of Group G). Site engineer is a civil engineer who has three (3) years relevant work experience and appropriate qualifications in accordance with Article 47 and 48 Act on architectural and engineering services and activities in physical planning and building (OG 152/08 and 49/11).
- g) All key personnel to be mobilised for this project must have appropriate experience and proven qualifications relevant to works of a similar nature to this project as it is specified in the Tender Dossier, volume 1, section 1. Instruction to tenderers, sub-clause 12.1.9.
- h) Tenderer, as a main works contractor, must have successfully completed 2 projects of the same nature and complexity comparable to the works concerned by the tender over the last five (5) years.

## 17. Award criteria

Price

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## TENDERING

### 18. How to obtain the tender dossier

The tender dossier is available from Municipality of Sveta Nedelja, Nedešćina 103, 52231 Nedešćina, upon payment of 50,00 EUR which must be paid by the tenderer for obtaining Tender Dossier at giro account of Privredna banka Zagreb 2340009 - 1843200009, IBAN number: HR1323400091843200009, which excludes courier delivery. It 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 Municipality of Sveta Nedelja, Nedešćina 103, 52231 Nedešćina or to email address [Srecko.Mohorovic@sv-nedelja.hr](mailto:Srecko.Mohorovic@sv-nedelja.hr) (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 will 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 web page of the Paying Agency for Agriculture, Fisheries and Rural Development [www.aprrrr.hr](http://www.aprrrr.hr).

### 19. Deadline for submission of tenders

07 October 2013 at 09:00 local time

Any tender received after this deadline will not be considered.

### 20. Tender opening session

09 October 2013 at 10:00 local time in the premises of Municipality of Sveta Nedelja, Nedešćina 103, 52231 Nedešćina.

**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)