

QUESTIONS AND ANSWERS

**TENDER FOR
Modernization of the existing surfaces and construction of new bike tracks, viewing point and resting points and reconstruction of the existing parking lot as a starting point of the bicycle tour of Križevci**



Publication reference: HUHR/1101/1.2.2/1014-01

This document is the summary of the received questions of the potential tenderers and answers given by the Contracting Authority.

NO.	DATE OF PUBLICATION OF QUESTION AND ANSWER	QUESTION	ANSWER
1.	13.02.2015.	In order to prepare our Bid for the mentioned Project (Publication reference HUHR/1101/1.2.2/1014-01), we kindly ask you, if possible, to provide us the Croatian version of the tender documentation. We are aware that for the present tender the English language will be used, but the Croatian version would help in the better understanding of items in the bill of quantities as well as defined required criteria.	As mentioned in the point 21 of the Contract notice, point 10 of the Instructions to tenderers and Article 2 of the Special conditions, the language of this tender procedure and contract is English. Therefore, Croatian version of the tender documentation is not available.

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2.	25.02.2015.	<p>Could it be submitted documentation which is not certified by a court interpreter?</p> <p>Could it be submitted copy of documentation?</p>	<p>List of information/documents to be supplied by the tenderer is given under point 12 of the Instructions to tenderers, where it has been indicated whether the original document is required or a copy can be accepted.</p> <p>For the documents for which such indication has not been written, please consult Practical Guide, which is applicable to this call (available on the internet at this address: http://ec.europa.eu/europeaid/work/procedures/index_en.htm), especially chapter 2. Basic rules.</p>
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3.	05.03.2015.	<p>Referring to the present Tender and tender requirements, do the documents which prove abilities in tendering can be in uncertified copies, and to the translation of documents in English language should be done by a certified translator with certification of a court interpreter.</p>	<p>List of information/documents to be supplied by the tenderer is given under point 12 of the Instructions to tenderers, where it has been indicated whether the original document is required or a copy can be accepted. Unless it is written or indicated that copy should be certified, uncertified copy can be accepted.</p> <p>For the documents for which such indication has not been written, please consult Practical Guide to Contract Procedures for EU External Actions: http://ec.europa.eu/europeaid/prag/document.do especially chapter 2. Basic rules.</p> <p>As mentioned in the point 21 of the Contract notice, point 10 of the Instructions to tenderers and Article 2 of the Special conditions, the language of this tender procedure and contract is English. As stated in the point 10.2. of the Instructions to tenderers: "if supporting documents are not written in one of the official languages of the European Union, a translation into the language of the call for tender must be attached. Where the documents are in an official language of the European Union other than English, it is strongly recommended to provide a translation into the language of the call for tenders, in order to facilitate the evaluation of the documents", the translation of documents to English language by a certified translator with certification of a court interpreter is not required.</p>
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4.	11.03.2015.	<p>Are at least 3 contracts required to prove the total length of track – according to the "Technical and professional capacity of candidate"?</p>	<p>The objective of the criteria in connection to the technical and professional capacity of candidate is to examine whether or not the tenderer:</p> <ul style="list-style-type: none"> • has sufficient on-going staff resources, expertise and experience to be able to take on the proposed contract; • is not a so-called 'body shop', i.e. a candidate with no real expertise in fields related to the contract but which simply identifies and proposes experts to fit the project description. <p>With that respect, the criteria:</p> <ul style="list-style-type: none"> • "tenderer must have completed at least 3 projects of the same nature, amount and complexity as the works concerned which have been implemented during the following period: 27.03.2010 – 27.03.2015 (5 years from the submission deadline)", <p>does not determine the exact parameters such as length of the previously built tracks or similar infrastructure, but requires that the tenderer has completed at least 3 projects of the same <u>nature</u>, <u>amount</u> and <u>complexity</u> as the works which are subject of this tender.</p> <p>Each contract listed by the tenderer in order to prove the technical and professional capacity and supported by the proof documentation is to be examined separately, i.e. whether it complies with the mentioned criterion.</p>
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			The Evaluation Committee, in particular, the Evaluators, appointed by the Contracting Authority for the purpose of evaluation of the tenders, are to have the technical and administrative ability to give an informed opinion on the tenders. Having evaluated the tenders, the Evaluation Committee rules on the technical compliance of each tender, classifying it as technically compliant or not technically compliant.
5.	11.03.2015.	Does certificates of orderly execution of the contract must prove the required surface parking lots?	<p>Please see the above answer. As mentioned, the referred criteria requires:</p> <ul style="list-style-type: none"> "tenderer must have completed at least 3 projects of the same nature, amount and complexity as the works concerned which have been implemented during the following period: 27.03.2010 – 27.03.2015 (5 years from the submission deadline)". <p>Therefore:</p> <ul style="list-style-type: none"> each contract listed by the tenderer in order to prove the technical and professional capacity and supported by the proof documentation is to be examined separately, i.e. whether it complies with the mentioned criterion. each contract is to satisfy the condition of the same <u>nature</u>, <u>amount</u> and <u>complexity</u> as the works which are subject of this tender, where under nature is considered type of works (for example, works on bicycle tracks, pavements, roads, parking lots, etc.), under amount total value of the contract and under complexity the general characteristics of works.

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6.	11.03.2015.	<p>In the "Bill of quantities _construction works _electrical installation works", under point 4411-02, parking reinforcement is expressed in m³. How it should be offered?</p>	<p>Upon the receipt of this question in connection to the Bill of Quantities – parking lot, in connection to the unit of measurement for the item of the Bill of Quantities no 4411-02, the Contracting Authority has established that wrong unit of measurement has been written under items 4411-02 and 4411-03 and that instead of:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>PRICE No</th> <th>TITLE</th> <th>UNIT</th> <th>ESTIMATED QUANTITIES</th> </tr> </thead> <tbody> <tr> <td>4411-02</td> <td>reinforcements</td> <td>m3</td> <td>500,00</td> </tr> <tr> <td>4411-03</td> <td>formwork</td> <td>m3</td> <td>20,00</td> </tr> </tbody> </table> <p>it should be written as follows:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>PRICE No</th> <th>TITLE</th> <th>UNIT</th> <th>ESTIMATED QUANTITIES</th> </tr> </thead> <tbody> <tr> <td>4411-02</td> <td>reinforcements</td> <td>kg</td> <td>500,00</td> </tr> <tr> <td>4411-03</td> <td>formwork</td> <td>m2</td> <td>20,00</td> </tr> </tbody> </table>	PRICE No	TITLE	UNIT	ESTIMATED QUANTITIES	4411-02	reinforcements	m3	500,00	4411-03	formwork	m3	20,00	PRICE No	TITLE	UNIT	ESTIMATED QUANTITIES	4411-02	reinforcements	kg	500,00	4411-03	formwork	m2	20,00
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			<p>For that reason, Corrigendum no 2 is published in Croatian national gazette "Narodne novine" on 11.03.2015, where the mentioned omission has been corrected and the document d4u8 BILL OF QUANTITIES – PARKING LOT - adjusted page breaks – CORRECTED is published on the Contracting Authority website: www.krizevci.hr</p> <p>Tenderers should use the corrected document BILL OF QUANTITIES – PARKING LOT - adjusted page breaks – CORRECTED instead of previously published BILL OF QUANTITIES – PARKING LOT - adjusted page breaks.</p> <p>There are no other changes in the text of any Annex, nor other document which comprises tender dossier. For that reason, deadline for submission of tenders is not extended, but remains the same as stated in the Contract notice.</p> <p>All other terms and conditions of the tender dossier remain unchanged. The above modifications to the tender dossier are integral part of the tender dossier.</p>
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7.	11.03.2015.	<p>For the obligatory visit to the site where works should be implemented a representative of the Contracting Authority said that the present monument be removed before work begins. In the "Bill of quantities – construction works", under point 612 seeks careful dismantling of the present monument. Should the bidder in the bill of quantities fulfill remove the monument or not?</p>	<p>During the site visit contacts of the bike tracks which are subject of this tender to the existing road and utilities infrastructure have been shown, however, it was not stated that the monument to which the question refers will be removed before works begin. The item of the Bill of Quantities (annex d4u2 BoQ – Section 2) no 612 is correctly described and should be offered in its full by the tenderer, as well as all the other items of the Bill of Quantities.</p>
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