



UREDENA ZEMLJA  
Nacionalni program uređenja  
zemljišnih knjiga i katastra

Based on the Loan Agreement for the Integrated Land Administration System Project, IBRD no. 8086-HR, the Project Implementation Unit hereby announces:

**INVITATION FOR BIDS (IFB)**  
for  
**“Procurement of Hardware for the Ministry of Justice”**  
**(MoJ/ILAS-C3-1c/NCB/18/192)**

1. The Republic of Croatia has received financing from the World Bank toward the cost of the Integrated Land Administration System Project, and intends to apply part of the proceeds for purchase of IT equipment and software.
2. On behalf of the Ministry of Justice, the Project Implementation Unit now invites sealed bids from eligible and qualified bidders for the supply of:

No.	Item	Quantity	
G-1	ALL IN ONE COMPUTER	49	piece
G-2	A3 SCANNER – TYPE A	10	piece
G-3	A3 SCANNER – TYPE B	7	piece

The Bidder must include in its bid all items specified above. Bids will be evaluated for the entire lot. The successful Bidder shall be required to deliver all the equipment under the lot within the period of **5 weeks** from the date of the contract commencement. The equipment shall be delivered to the following sites:

List of Final Destinations for delivery (Project Sites)

1. ALL IN ONE COMPUTERS

No.	Name of office	Address	Computers
1.	LRO Koprivnica	Hrvatske državnosti 5, 48000 Koprivnica	17
2.	LRO Zadar	Borelli 9, 23000 Zadar	26
3.	LRO Biograd na moru	Trg Kralja Tomislava 2a, 23210 Biograd na Moru	6
<b>Total:</b>			<b>49</b>

2. A3 SCANNERS – TYPE A

No.	Name of office	Address:	Scanner
1.	LRO Bjelovar	Josipa Jelačića 3, Bjelovar	1
2.	LRO Čakovec	Ruđera Boškovića 18, Čakovec	1
3.	LRO Gospić	Trg Alojzija Stepinca 3, Gospić	1
4.	LRO Karlovac	Trg hrvatskih branitelja 1, Karlovac	1
5.	LRO Koprivnica	Hrvatske državnosti 5 A, Koprivnica	1

6.	LRO Požega	Sv. Florijana 2, Požega	1
7.	LRO Šibenik	Stjepana Radića 81, Šibenik	1
8.	LRO Virovitica	Tomaša Masaryka 8, Virovitica	1
9.	LRO Vukovar	Županijska 31, Vukovar	1
10.	LRO Zlatar	Trg slobode 14 A, Zlatar	1
<b>Total:</b>			<b>10</b>

### 3. A3 SCANNERS – TYPE B

No.	Name of office	Address:	Scanner
1.	LRO Pitomača	Trg kralja Tomislava 18, Pitomača	1
2.	LRO Slatina	Trg Svetog Josipa 12, Slatina	1
3.	LRO Orahovica	Trg plemenitog Mihalovića 3, Orahovica	1
4.	LRO Križevci	Ivana Zakamardija Dijankovečkog 14, Križevci	1
5.	LRO Čazma	Trg Čazmanskog kaptola 20, Čazma	1
6.	LRO Garešnica	Vladimira Nazora 22, Garešnica	1
7.	LRO Daruvar	Stjepana Radića 27, Daruvar	1
<b>Total:</b>			<b>7</b>

3. Bidding will be conducted through the National Competitive Bidding (NCB) procedures specified in the World Bank's *Guidelines: Procurement under IBRD Loans and IDA Credits, January 2011* and is open to all bidders from Eligible Source Countries as defined in the *Guidelines*.

4. Interested eligible bidders may obtain further information from the Project Implementation Unit and inspect the bidding documents at the address given below from Monday to Friday between 10:00 and 15:00 hours local time.

### 5. Qualifications requirements include:

#### A) GENERAL AND LEGAL CAPACITY

##### A.1. Criminal record

Bidders shall submit proof that the legal entity of the Bidder and the physical person(s) legally authorized to represent the Bidder have not been convicted of any of the following criminal offences:

- (I) *participation in criminal organization*, as per:
  - Article 328. (criminal association) and Article 329. (committing a criminal offence as part of criminal association), as defined under Croatian Criminal Act,
  - Article 333. (associating for committing a criminal offence), as defined under Croatian Criminal Act, (»Official Gazette«, No. 110/97., 27/98., 50/00., 129/00., 51/01., 111/03., 190/03., 105/04., 84/05., 71/06., 110/07., 152/08., 57/11., 77/11. & 143/12.),
- (II) *corruption*, as per:
  - Article 252. (receiving bribe in business operations), Article 253. (giving bribe in business operations), Article 254. (misuse in the public procurement procedures), Article 291. (abuse of position and authority), Article 292. (illegal favoring), Article 293. (receiving bribe), Article 294. (giving bribe), Article 295. (trading in influence) and Article 296. (giving bribe for trading in influence), as defined under Croatian Criminal Act,
  - Article 294.a (receiving bribe in business operations), Article 294.b (giving bribe in business operations), Article 337. (abuse of position and authority), Article 338. (misuse in conducting duties of public authority), Article 343. (illegal mediation),

Article 347. (receiving bribe) and Article 348. (giving bribe), as defined under Croatian Criminal Act, (»Official Gazette «, No. 110/97., 27/98., 50/00., 129/00., 51/01., 111/03., 190/03., 105/04., 84/05., 71/06., 110/07., 152/08., 57/11., 77/11. & 143/12.),

(III) *fraud*, as per:

- Article 236. (fraud), Article 247. (fraud in business operations), Article 256. (evasion of taxes or customs duties) and Article 258. (subsidy-related fraud), as defined under Croatian Criminal Act,

- Article 224. (fraud), Article 293. (fraud in business operations) and Article 286. (evasion of taxes or customs duties), as defined under Croatian Criminal Act, (»Official Gazette «, No. 110/97., 27/98., 50/00., 129/00., 51/01., 111/03., 190/03., 105/04., 84/05., 71/06., 110/07., 152/08., 57/11., 77/11. & 143/12.),

(IV) *acts of terrorism or criminal offences connected to terrorist activities*, as per:

- Article 97. (terrorism), Article 99. (public encouragement in terrorism), Article 100. (recruiting for terrorist activities), Article 101. (training in terrorist activities) and Article 102. (terrorist association), as defined under Croatian Criminal Act,

- Article 169. (terrorism), Article 169.a (public encouragement in terrorism) and Article 169.b (recruiting and training for terrorist activities), as defined under Croatian Criminal Act, (»Official Gazette «, No. 110/97., 27/98., 50/00., 129/00., 51/01., 111/03., 190/03., 105/04., 84/05., 71/06., 110/07., 152/08., 57/11., 77/11. & 143/12.),

(V) *money laundering or financing terrorism*, as per:

- Article 98. (financing terrorism) and Article 265. (money laundering), as defined under Croatian Criminal Act,

- Article 279. (money laundering), as defined under Croatian Criminal Act, (»Official Gazette «, No. 110/97., 27/98., 50/00., 129/00., 51/01., 111/03., 190/03., 105/04., 84/05., 71/06., 110/07., 152/08., 57/11., 77/11. & 143/12.),

(VI) *child work or other forms of people trading*, as per:

- Article 106. (trading of people), as defined under Croatian Criminal Act,

- Article 175. (trading of people and slavery), as defined under Croatian Criminal Act, (»Official Gazette «, No. 110/97., 27/98., 50/00., 129/00., 51/01., 111/03., 190/03., 105/04., 84/05., 71/06., 110/07., 152/08., 57/11., 77/11. & 143/12.),

or any corresponding criminal offences according to regulations of the country where the Bidder has a seat, and/or the country whose citizenship the physical person legally authorized to represent the Bidder has.

As a proof, the Bidder shall submit an uncertified statement by the person legally authorized to represent the commercial entity. The statement shall not be older than three months, counting from the day of the bidding announcement/publication.

#### **A.2. *Payment of all outstanding tax obligations and obligations related to pension and health insurance contributions***

The Purchaser shall exclude from the public procurement procedure the Bidder who has not paid its outstanding tax obligations and obligations related to pension and health insurance contributions, except when such Bidder is exempted from paying these obligations by special law, or when delayed payment has been approved (for instance, in the case of pre-bankruptcy settlement).

To prove such circumstances, the Bidder shall submit as part of the bid:

- a) Tax Administration certificate not older than 30 (in words: thirty) days counting from the day of the bidding announcement/publication, or
- b) a valid equivalent document issued by the competent public administration body of the country where the Bidder has a seat, if the certificate under a) is not issued, or
- c) if documents under a) and b) are not issued in the country where the Bidder has a seat, a declaration under oath or equivalent solemn declaration by the person legally authorized to represent the Bidder, before the competent judicial or administrative authority or a public notary or the competent professional or trade organization in the country where the commercial entity has seat, or a signed statement certified by a public notary, not older than 30 (in words: thirty) days counting from the day of the bidding announcement.

#### **A.3. *Registration in the court, arts and crafts, professional or another corresponding register of the country in which the commercial entity has a seat***

To prove its registration, as a legal entity for the field of work specific for this assignment in the country of origin, this registration being in the court, arts and crafts, professional or another corresponding register of the country in which it has a seat, the Bidder shall submit:

- a) the corresponding extract, or
- b) if the document under a) is not issued in the country in which the commercial entity has a seat, a statement certified by the competent authority.

The extract or statement shall not be older than 3 (in words: three) months counting from the day of the bidding announcement/publication.

*NOTE: In case the Bidder is a Joint Venture (JV), all of the above general and legal capability criteria must be fulfilled by each of the partners to the JV and documentation demonstrating compliance with these requirements must be provided for each partner to the JV in its Bid.*

#### Additional documentary requirements for Joint Ventures:

Bids submitted by a JV of two or more firms as partners shall comply with the following requirements:

- (i) the bid shall be signed so as to be legally binding on all partners,
- (ii) one of the partners shall be nominated as being in charge (Lead Partner), and this nomination shall be evidenced by submitting in its Bid a power of attorney signed by legally authorized signatories of all the partners,
- (iii) the Lead Partner shall be authorized to incur liabilities and receive instructions for and on behalf of any and all partners of the Joint Venture, and the entire execution of the Contract, including payment, shall be done exclusively with the partner in charge,
- (iv) all partners to the Joint Venture shall be obligated to remain in a JV for the entire period of validity of the contract resulting from this bidding procedure and shall be liable jointly and severally for the execution of the Contract in accordance with the Contract terms,

A JV statement signed by all partners to the effect of all obligations mentioned under points (i) to (iv) above shall be included in the authorization mentioned under (ii) above, and attached to the bid as well as the Contract (in case of a successful bid).

## **B) FINANCIAL CAPACITY**

Commercial entities shall prove their financial capacity by submitting the following proofs as part of the bid:

- B.1. The Bidder shall have stable financial position** meaning that its annual profit before taxes (PBT) must be positive for each of the last three years (2016, 2015, 2014)
- B.2. The Bidder shall have average annual turnover** (“annual turnover” = gross amount of income received by the business related to supply of computer hardware and software in 1 year period) for the last three years ((2016+2015+2014)/3) of a minimum amount of 0,8 Mil. HRK equivalent.

The Bidders shall submit the audited financial statements, Balance Sheets and/or Profit & Loss Accounts, for the last three years (2016, 2015, 2014), in order to demonstrate financial data required under points B.1 and B.2.

*NOTE: In case of Joint Ventures (JV) all members must have stable financial position for each of the last three years, while the leading partner (partner in charge) must provide at least fifty (50) percent of the annual turnover of the JV.*

## **C) TECHNICAL AND PROFESSIONAL CAPACITY**

Bidders shall prove their technical and professional capacity by submitting the following proofs as part of the Bid:

**C.1. A list of referenced contracts for the supply of similar goods<sup>1</sup> executed in the last three years (2017, 2016 and 2015).**

The list of referenced contracts shall include the amounts, goods supply dates, and the names of the other Contracting Parties (Purchasers). The list of referenced contracts is expected to include, or have attached, a confirmation of orderly contract execution issued by the other Contracting Parties (Purchasers). The list of referenced contracts shall serve to evidence that the Bidder has carried out successfully at least one contract for the supply of goods equal or similar to the subject of procurement, with a total value of at least **0.8 Mil. HRK** equivalent. Alternatively, as a proof of the above the Bidder may evidence carrying out up to a maximum of two contracts for the supply of goods equal or similar to the subject of procurement, where at least one of the two referenced contracts was of a value of at least **0.5 Mil. HRK** equivalent, but both referenced contracts must be jointly of a value of at least **0.8 Mil. HRK** equivalent.

*NOTE: In case of Joint Ventures (JV), criterion C.1. above may be fulfilled by any of the partners to the JV or by all partners cumulatively.*

**D) OTHER DOCUMENTS TO BE SUBMITTED AS PART OF THE BID**

**D.1. Manufacturer's Authorization (as per template form attached to Section IV. Bidding Forms)**

A margin of preference for certain goods manufactured domestically shall not be applied. Additional details are provided in the Bidding Documents.

6. A complete set of Bidding Documents in the **English language** may be purchased by interested Bidders on the submission of a written Application to the address below and upon presentation of the proof of payment of a non refundable fee of HRK 250,00. The method of payment will be a deposit to the specified account of the Integrated Land Administration System Project as follows:

For payments in HRK (Croatian Kuna): direct deposit or transfer to the bank account no. 1001005-1863000160, IBAN: HR 12 1001 0051 8630 00160, code: 64, description no. 9733-6120-664040 in favour of the State budget of the Republic of Croatia.

The documents shall be sent by a courier or collected by the authorized representative of the Bidder at the address below.

7. Bids must be delivered to the address below on or before **26 February 2018 at 14:00 p.m. local time**. Electronic bidding will not be permitted. Late bids will be rejected. Bids will be opened in the presence of the Bidders' representatives who choose to attend in person at the address below on **26 February 2018 at 14:00 p.m. local time**. All bids must be accompanied by a Bid Security in the amount of **HRK 18.000,00** or an equivalent amount in a freely convertible currency.

8. The address(es) referred to above is(are):

State Geodetic Administration  
Integrated Land Administration System Project  
(Projekt implementacije integriranog sustava zemljišne administracije)  
Project Implementation Unit (PIU)  
Attn. Mr. Mate Ugrina, Procurement Specialist  
Gruška 20, room 114, 10000 Zagreb, Croatia  
Tel. +385 1 4886 226; 4886 224  
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<sup>1</sup> The similarity shall be based on the physical size, complexity, methods/technology and/or other characteristics.