



HRVATSKA BANKA ZA OBNOVU I RAZVITAK

SIMPLE PROCUREMENT

File reference number: EVB 020-20

INVITATION TO TENDER

in a simple procurement procedure for services of
annual subscription renewal for the use of
Internet application Bankersalmanac

Zagreb,
August 2020

I. GENERAL INFORMATION

1. INFORMATION ON CONTRACTING AUTHORITY:

Name: Hrvatska banka za obnovu i razvitak
Headquarters: Zagreb, Strossmayerov trg 9
PIN: 26702280390

2. CONTACT PERSON OR CONTACT UNIT:

Contact:
Suzana Vulin/ Head of Correspondent Banking Unit
Phone: +385 1 4591 699
E-mail: svulin@hbor.hr
Marijana Žutak/Procurement Unit
Phone: +385 1 4591 573
E-mail: mzutak@hbor.hr

II. INFORMATION ON PROCUREMENT SUBJECT MATTER AND PROCEDURE

3. FILE REFERENCE NUMBER OF PROCUREMENT:

EVB 020-20

4. ESTIMATED VALUE OF PROCUREMENT:

HRK 52.000,00, VAT not included, GBP 6.258,38, VAT not included

5. NAME OF PROCUREMENT SUBJECT MATTER:

Services of annual subscription renewal for the use of Internet application Bankersalmanac

6. DESCRIPTION OF PROCUREMENT SUBJECT MATTER:

Annual subscription renewal for the use of Internet application Bankersalmanac (subscription for 2 users). Subscription renewal enables continuous access to data and information on banks and financial institutions necessary for conducting business operations.

7. AWARD CRITERION:

The lowest price

8. PLACE OF SERVICE PERFORMANCE:

HBOR

9. DURATION OF SERVICE PERFORMANCE:

From 13th May 2020 to 12th May 2021

10. LIST OF EXPENSES AND/OR TECHNICAL SPECIFICATION:

List of Expenses in accordance with Item 6 of the Invitation to Tender.

III. TENDER DATA

11. LANGUAGE OF THE TENDER:

The tender is submitted in the English language.

12. TENDER VALIDITY PERIOD:

The period of tender validity is 60 (sixty) days from the expiry of deadline for submission of tenders. The contracting authority will reject any tender with a shorter option than the requested one.

13. DEADLINE FOR SUBMISSION OF TENDERS:

14 August 2020

14. MANNER OF TENDER PREPARATION:

Tender must be binding and unconditional. It must contain the name and headquarters of the tenderer, address, address for postal delivery, e-mail address, contact person of the tenderer, phone number, subject matter of procurement, tender price VAT not included, VAT amount, tender price VAT included if the tenderer is subject to the VAT system, information whether the tenderer is subject to the VAT system, date of the tender and tender validity period, delivery period.

15. MANNER OF TENDER SUBMISSION:

Tenders are submitted by electronic means to the following e-mail:

jednostavnanabava9@hbor.hr

IV. DEADLINE, MANNER AND TERMS OF PAYMENT

16. DEADLINE, MANNER AND TERMS OF PAYMENT:

The contracting authority will pay the performed services of the respective procurement not later than within 28 (twenty-eight) days from the date of the invoice.

VI. MISCELLANEOUS

17. PUBLICATION OF RESULTS OF THE IMPLEMENTED SIMPLE PROCUREMENT PROCEDURE:

Information on the selection of the most favourable tender will be submitted to the tenderer by the contracting authority not later than within 45 (forty-five) days from the expiry of the deadline for submission of tenders.

18. DATE OF PREPARATION OF INVITATION TO TENDER:
13 August 2020

Yours sincerely,

For Procurement Unit

Marijana Žutak (signed)