



Hrvatska banka za obnovu i razvitak

SIMPLE PROCUREMENT

File reference number: EVB 143-18

INVITATION TO TENDER

in a simple procurement procedure for legal
services to be rendered by an expert in the English
law

Zagreb,
December 2018

I. GENERAL INFORMATION

1. INFORMATION ON CONTRACTING AUTHORITY:

Name: Hrvatska banka za obnovu i razvitak (HBOR, Croatian Bank for Reconstruction and Development)

Headquarters: Zagreb, Strossmayerov trg 9

PIN: 26702280390

2. CONTACT PERSON OR CONTACT UNIT:

Contact:

Petra Jurković Mutabžija/International Legal Affairs Unit

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II. INFORMATION ON PROCUREMENT SUBJECT MATTER AND PROCEDURE

3. FILE REFERENCE NUMBER OF PROCUREMENT:

EVB 143-18

4. ESTIMATED VALUE OF PROCUREMENT:

HRK 33,582.51, VAT not included

5. NAME OF PROCUREMENT SUBJECT MATTER:

Legal services to be rendered by an expert in the English law

6. DESCRIPTION OF PROCUREMENT SUBJECT MATTER:

Following the issuance of the advance payment guarantees by HBOR (governed by the English law) and receipt of the demands for payments, legal service of the English law expert is needed in form of English legal opinion on the expiration of the guarantees.

7. AWARD CRITERION:

The lowest price

8. PLACE OF SERVICE PERFORMANCE:

UK

9. DURATION OF SERVICE PERFORMANCE:

15 working days from the signing of the Contract

10. LIST OF EXPENSES AND/OR TECHNICAL SPECIFICATION:

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

III. PROVISIONS ON TENDERER'S ABILITY

11. TERMS AND CONDITIONS OF ABILITY AND GROUNDS FOR EXCLUSION:

- The Tenderer may, before making a decision on selection, request from the tenderer that submitted the most favourable tender, evidence proving that there are no grounds for exclusion prescribed by Article 251 and Article 252 of the Public Procurement Act (Official Gazette No. 120/16).

IV. TENDER DATA

12. LANGUAGE OF THE TENDER:

The tender is submitted in the English language.

13. 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.

14. DEADLINE FOR SUBMISSION OF TENDERS:

18 January 2019

15. MANNER OF TENDER PREPARATION:

Tender must be binding and unconditional. It must contain the name and headquarters of the tenderer, address, PIN, account number, 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.

16. MANNER OF TENDER SUBMISSION:

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

jednostavnabava50@hbor.hr

V. DEADLINE, MANNER AND TERMS OF PAYMENT

17. DEADLINE, MANNER AND TERMS OF PAYMENT:

The contracting authority will pay the performed services of the respective procurement not later than within 30 (thirty) days from the receipt of the tenderer's invoice.

V. MISCELLANEOUS

18. 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.

19. DATE OF PREPARATION OF INVITATION TO TENDER:

31 December 2018

Yours sincerely,

Head of Procurement Unit

Ivan Vrdoljak (signed)