



HRVATSKA BANKA ZA OBNOVU I RAZVITAK

SIMPLE PROCUREMENT

File reference number: EVB 132-19

INVITATION TO TENDER

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

Zagreb,
September 2019

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:

Rene Veronek/International Legal Affairs Unit

Phone: +385 1 4590 407

E-mail: rveronek@hbor.hr

Vjekoslav Žužul/Procurement Unit

Phone: +385 1 4590 468

E-mail: yzuzul@hbor.hr

II. INFORMATION ON PROCUREMENT SUBJECT MATTER AND PROCEDURE

3. FILE REFERENCE NUMBER OF PROCUREMENT:

EVB 132-19.

4. ESTIMATED VALUE OF PROCUREMENT:

HRK 184.600,00, VAT not included.

5. NAME OF PROCUREMENT SUBJECT MATTER:

Legal services to be rendered by an expert in the Belarusian law.

6. DESCRIPTION OF PROCUREMENT SUBJECT MATTER:

- confirmation that the borrower is authorised to enter the pledge agreement;
- confirmation of the corporate authority of the borrower representatives;
- drafting (possible revisions of borrower's comments and requests up to the final draft), execution, perfection and registration of the security instrument (pledge agreement) and up to 6 possible amendments to the pledge agreement;
- control of the provisions of the loan agreement regarding the security instrument and possible negotiations with the borrower about the aforementioned provisions of the loan agreement;
- issuance of a legal opinion; and
- any other document that might be necessary for HBOR to obtain in order to protect its interest.

7. AWARD CRITERION:

The lowest price.

8. PLACE OF SERVICE PERFORMANCE:

Republic of Belarus.

9. DURATION OF SERVICE PERFORMANCE:

The delivery deadline will be defined by 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:

23 September 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.

16. MANNER OF TENDER SUBMISSION:

Tenders are submitted by electronic means to the following e-mail:
jednostavnabava16@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.

VI. 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:

18 September 2019

Yours sincerely,

Procurement Unit

Vjekoslav Žužul (signed)