



PROCUREMENT DEPARTMENT

Office for procuring equipment, investments and services

Koprivnica, 24.05.2021.

INVITATION TO OFFER

**FOR THE PURPOSE OF LABORATORY ANALYSIS AND CREATING A DEVICE
DESIGN AND PROTOTYPE AS PART OF THE IRI2 PROJECT PODRAVKA d.d.**

- repeated for certain procurement items/groups -

Project name:

**KK.01.2.1.02.0069 „Development of innovative products from
byproducts during vegetable processing“**

1. Information about the user and person responsible for communication with bidders:

OIB	18928523252
Adresa	Ante Starčevića 32, 48000 Koprivnica
Kontakt osoba	Kristina Pobi
Telefon	+38548652 327; GSM +38598404009
E-mail adresa	kristina.pobi@podravka.hr

**2. List of procurement items from which the project is composed of and for which
offers are repeated**

NO.	Procurement item name	Estimated quantity (pieces or number of analyses)*	Value estimation (€)**
8./A1.9	<i>Laboratory analyses (flour, oil, cake – byproduct after oil production)</i>		
	Procurement item group		
	1) Nutritional quality analyses (nutritive composition, amino acids composition, fatty acid composition, flavonoids, acrylamides, sterols, vitamins, minerals)	393	37.064,95

**Client reserves the right to not order the whole quantity or more than the estimated quantity. This is limited by the available funds and doesn't majorly change the procurement contract.*

***HRK converted to EUR at the exchange rate EUR/HRK = 7,503288*

Specification of this procurement item is located as an attachment to the Invitation.

3. Preventing conflict of interest

The Client is not allowed to procure items and services from a business subject that has one of the following relations with the Client:

1. If a representative of the Client simultaneously works at administrative positions with the affiliated business subject or



PROCUREMENT DEPARTMENT

Office for procuring equipment, investments and services

2. If a representative of the Client owns shares or other rights of the affiliated business subject which provide them with control of more than 0,5 % of the capital in the business subject.
3. From a blood relative to the fourth degree, in-law to the second degree, marital of extramarital partner, adopter or adoptee, founder, owner and from related and patnered businesses and persons

Exceptionally, conflict of interest does not exist if a representative of the Client acquired shares or other rights of the affiliated business subject which provide them with control of more than 0.5 % of the capital in the business subject in a period of at least two years before accepting the function of representative of the Client.

The Client will behave with the principle of avoiding conflict of interest. This means that from the process which includes signing the contract, persons in conflict of interest will be excluded.

The Client is not allowed to form a contract of procurement with the following business subjects:

1.	BELUPO d.d., Koprivnica, Hrvatska
2.	MIRNA d.d., Rovinj, Hrvatska
3.	PODRAVKA d.o.o. Sarajevo, Sarajevo, Bosna i Hercegovina
4.	PODRAVKA DOOEL Petrovec, Petrovec, Makedonija
5.	Podravka International Deutschland – “KONAR” GmbH, München, Njemačka
6.	PODRAVKA INTERNATIONAL s.r.o., Zvolen, Slovačka
7.	Podravka Polska Sp.z o.o., Varšava, Poljska
8.	PODRAVKA-INTERNATIONAL Kft., Budimpešta, Mađarska
9.	PODRAVKA d.o.o. Beograd, Beograd, Srbija
10.	PODRAVKA INTERNATIONAL S.R.L., Bukurešt, Rumunjska
11.	PODRAVKA INTERNATIONAL Pty. Ltd, Silverwater, Australija
12.	PODRAVKA d.o.o. Podgorica, Podgorica, Crna Gora
13.	PODRAVKA-LAGRIS a.s., Dolni Lhota u Luhačovic, Češka
14.	PODRAVKA d.o.o., Moskva, Rusija
15.	PODRAVKA GULF FZE, Dubai, Ujedinjeni Arapski Emirati
16.	FOODPRO LIMITED, Dar es Salaam, Tanzania
17.	ŽITO d.o.o., Ljubljana, Slovenija



PROCUREMENT DEPARTMENT
Office for procuring equipment, investments and services

18.	PODRAVKA EOOD, Sofia, Bugarska
19.	PODRAVKA USA Inc., New York, USA
20.	Belupo d.o.o. Bratislava, Bratislava, Slovačka
21.	Belupo d.o.o. Ljubljana, Ljubljana, Slovenija
22.	Belupo dooel Skopje, Skopje, Makedonija
23.	Farmavita d.o.o. Sarajevo, Vogošća, Bosna i Hercegovina
24.	Ljekarne Deltis Pharm, Koprivnica, Hrvatska
25.	INTES STORITVE d.o.o., Maribor, Slovenija
26.	ŠUMI BONBONI d.o.o., Ljubljana, Slovenija
27.	ŽITO maloprodaja d.o.o., Ljubljana, Slovenija
28.	PODRAVKA d.o.o. Ljubljana, Ljubljana, Slovenija
29.	CALIDUS CERTUS d.o.o., Zagreb, Hrvatska
30.	INA d.d., Zagreb, Hrvatska
31.	AGRO-KAPITAL d.o.o., Grožnjan, Hrvatska
32.	KAT-IVA d.o.o., Zagreb, Hrvatska
33.	KOLARIĆ NEVEN d.o.o., Zagreb, Hrvatska*
34.	ExCEED Orphan distribution d.o.o., Zagreb, Hrvatska
35.	ExCEED Orphan S.R.O., Prag, Češka
36.	HAPO d.o.o., Varaždin, Hrvatska
37.	BIO TREND d.o.o., Varaždin, Hrvatska
38.	TRGOIMPORT d.o.o., Kloštar Podravski, Hrvatska
39.	Odvjetničko društvo Vukina&Partneri, Zagreb, Hrvatska
40.	BIK POLJOPRIVREDA d.o.o., Štefanje, Hrvatska
41.	MOSLAVINA PROIZVODI d.o.o., Sišćani (Grad Čazma), Hrvatska
42.	BIK d.o.o., Bojana (Grad Čazma), Hrvatska
43.	ŽARKO AGRAR d.o.o., Čazma, Hrvatska



PROCUREMENT DEPARTMENT
Office for procuring equipment, investments and services

44.	GRABOVNICA VOĆE d.o.o., Čazma, Hrvatska
45.	ANTARES SAVJETOVANJE d.o.o, Zagreb, Hrvatska
46.	ANTARES REVIZIJA d.o.o., Zagreb, Hrvatska
47.	VML d.o.o., Zagreb, Hrvatska
48.	Kemijska čistionica Martićeva d.o.o., Zagreb, Hrvatska
49.	Kemijska čistionica Jarun d.o.o., Zagreb, Hrvatska
50.	Kemijska čistionica Miramarska d.o.o., Zagreb, Hrvatska
51.	Kemijska čistionica Slovenska d.o.o., Zagreb, Hrvatska
52.	Brkić&partneri d.o.o., Zagreb, Hrvatska
53.	ROTUS NOVOSEL d.o.o., Zagreb, Hrvatska
54.	GIOFF d.o.o., Zagreb, Hrvatska
55.	DAS STUDIO d.o.o., Zagreb, Hrvatska
56.	MAXPHARMA d.o.o., Zagreb, Hrvatska
57.	MELRON DIZAJN d.o.o., Podravske Sesvete
58.	AGRAM LIFE osiguranje d.d., Zagreb

4. **Delivery location – address Podravka d.d., A Starčevića 32, 48000 Koprivnica, Croatia**

5. **Deadline for goods delivery/service providing:** Defined as part of the Specification.

6. **Criteria specification for choosing offers:** Defined as part of the Specification.

7. **Payment conditions:** Payment is required **at least 30 days** after receiving the bill for a service, as is more precisely defined in the Specification.

8. **Offer validity deadline:** At least 180 days from offer date.

9. **Method of creating, the shape, content and method of offer delivery**

The offer must include the following elements (if an element is missing, the offer will not be considered):		+/-
1.	Offer number	
2.	Offer date	



PROCUREMENT DEPARTMENT
Office for procuring equipment, investments and services

3.	Offer validity deadline (see the conditions in point 5. of this Invitation)	
4.	Information about the bidder:	
	Name (company)	
	Address	
	OIB or a national identification number from the resident country of the subject, if applicable	
	Transaction account number (IBAN)	
	Telephone number	
	Address for mail delivery	
	e-mail address	
	Contact person	
5.	Procurement item For procurement item mentioned in point 2. of this Invitation, offers should include information about the number of measurements for each analysis parameter and method of analysis for each parameter. The offer must contain all parameters required by the specification analysed by one of the specified methods or another method of equal validity if it is not mentioned in the specification.	
6.	Price Each item in the offer must include: measuring unit, quantity, unit cost and full item price (potential discount included for each unit separately), PDV amount and full price of the item with PDV, full price of the offer (without PDV), PDV cost and full price of the offer with PDV. Bidders from abroad do not include	



PROCUREMENT DEPARTMENT
Office for procuring equipment, investments and services

	<p>PDV. Bidders can express prices in HRK or EUR. If a bidder expresses the price in EUR, during the process of price comparison for the choice of the most favorable bidder the price in EUR will be converted to HRK at the average HNB rate at the publishing date of this Invitation.</p> <p>Offer elements for which the price needs to be stated as part of the procurement item (point 2. of this Invitation) are defined in the Specification of this procurement item.</p>	
7.	Delivery address (see the conditions in point 4. of this Invitation)	
8.	Payment conditions (see the conditions in point 7. of this Invitation) – specify the exact number of days for payment	
9.	Deadline for the delivery of goods/services (point 5.)	
10.	Stamp and signature and/or remark: „Offer is valid without a stamp and signature“- specified in the offer	
11.	<p>Additional documentation delivered alongside the offer</p> <p>(a) Sustainable development: The bidder must deliver a certificate of norm ISO/IEC 17025 (or certificate of equal worth) or Statement which confirms that their activities are conducted according to the principles of sustainable development and/or circular economy.</p> <p>(b) Statement with a list of parameters signed by an authorized person of the Bidder or a document of equal worth, as defined in the Specification.</p>	

10. **Deadline for offer delivery (date and time):** Deadline for offer delivery is 1.6.2021. until 4:00 PM

11. **Offer delivery method** - Offers are delivered in croatian or english language in latin writing. Each offer delivered in another language should be translated to one of the aforementioned



PROCUREMENT DEPARTMENT
Office for procuring equipment, investments and services

languages.

Offers must be delivered to the client from the date this Invitation is published until the completion of this Invitation exclusively to the following e-mail address: eu-desk@podravka.hr with subject name: KK.01.2.1.02.0069

If the offer is not delivered with the required manner, it will be declined and not considered.