



## **CALL FOR TENDERS**

**Procurement name: Procurement of paper packaging forming machine and sidewall overlay plugin**

**Purchase record number: 1-2021-01**

Project name: Digital and Green Transition Heavy Duty's for a Better Future of the Environment  
KK.11.1.1.01.0656

Call name: Strengthening the competitiveness of businesses through investments in the digital and green transition, KK.11.1.1.01

Zagreb, July 2021

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## **1. GENERAL DATA**

### **1.1. Contracting entity information**

Name and address of the Client: Heavy Duty d.o.o., Marijan Čavića 8, 10000 Zagreb, Croatia

ID number: 80583016213

WEB: <https://www.heavyduty.hr>

Director: Branimir Jezdić, Director

### **1.2. Contact person information of the Client**

First and last name: Branimir Jezdić

Mobile number: +385 99 8068 674

Email: [projects@heavyduty.hr](mailto:projects@heavyduty.hr)

### **1.3. Purchase record number**

The record number of the procurement in question is 1-2021-01.

### **1.4. Tender procedure type**

The procurement procedure shall be carried out in accordance with Annex 4. Rules on the implementation of procurement procedures for non-signatories of public procurement laws - 1<sup>st</sup> Amendment within the Call for Proposals Strengthening the Competitiveness of Enterprises through Investments in Digital and Green Transition, KK.11.1.1.01.

The procedure is carried out as a procurement procedure with mandatory disclosure (Invitation to Tender) with the intention of concluding the Contract.

### **1.5. List of economic operators with which the Contracting Entity has a conflict of interest**

List of economic operators with whom the Contracting Entity has a conflict of interest within the meaning of the provisions referred to in point 1.2. Annex 4. Rules on the implementation of procurement procedures for non-signatories of public procurement laws".

The Contracting Entity may not conclude Procurement Contracts with the following economic operators:

- Containers Propco d.o.o., Marijana Čavića 8, 10000 Zagreb, OIB: 08508219577
- TRIX TRANSLATIONS, translation and consulting craft, vl.Sanja Novak, Pernatska street 4, 10000 Zagreb, MB: 98075748.

The contracting entity shall not and will not conclude a contract for the supply of the equipment concerned with the following economic operators:

- MICRO projekt d.o.o., Ruđer Bošković 15, 21000 Split, OIB: 64936148193.

## 1.6. Explanations and amendments to the Call for Tenders

The invitation to submit tenders with related annexes, questions of economic operators and responses of the Client to them as well as any notices of amendments to the Call for Tenders (further: Invitation) will be made available on the website [www.strukturnifondovi.hr](http://www.strukturnifondovi.hr).

During the deadline for submitting tenders, economic operators may request additional information regarding the Call for Tenders, and the Contracting Entity will make the reply available at the above place without disclosing the identity of the economic operator.

All questions that the economic operator wishes to ask the Client arise from any ambiguities in the content of the Call for Tenders, as well as any other communication between the Client and economic operators must be exclusively written electronically contact addresse: [projects@heavyduty.hr](mailto:projects@heavyduty.hr). The contracting entity undertakes to respond to requests for clarification and additional information only if the requests have been submitted in a timely manner. The application is timely if it is submitted to the Client no later than the four (4) days before the date on which the deadline for submission of tenders expires. Answers to questions and clarifications will be made available by the Contracting Entity on the same websites where the Call for Tenders is also available, and at the latest during the third (3) calendar day before the date on which the deadline for submitting tenders expires without providing information on the economic operator that is subject to the request.

If the Contracting Entity changes the Invitation during the deadline for submission of tenders, it will ensure the availability of amendments to all interested economic operators in the same places where the Call for Tenders is published. The contracting entity will extend the deadline for submission of the tender if the deadline for service is less than eight (8) days from the date of publication of the Amendment.

## 2. PROCUREMENT CASE INFORMATION

### 2.1. Procurement case description

The subject of the procurement is the procurement of equipment for the purpose of establishing a new production facility within the project called "Digital and Green Transition Heavy Duty's for a Better Future of the Environment" here onwards: The project) which was submitted as part of the Call for Proposals Strengthening the Competitiveness of Enterprises through Investments in Digital and Green Transition, KK.11.1.1.01.

The new production facility will be equipped in such a way as to achieve energy-efficient and environmentally friendly production and Heavy Duty d.o.o. contributing to a green, digital and resilient economy.

Equipment is purchased according to the specifications specified in this Call for Tenders and its annexes.

Table 1 contains equipment items that are procured under this Call. A detailed description of the subject matter of the procurement can be found in Annex 3. Technical specifications of this Call.

The purchase case is not divided into groups. Offering some equipment is not allowed. The quantity of purchases is correct.

Table 1. Purchase Case

Rn. No.	Item	Number of units (pieces)	Estimated value(excluding VAT in HRK)
1.	Paper packaging formation machine	1	1.250.000,00
2.	Sidewall Overlay Plugin	1	875.000,00
Altogether			2.125.000,00

The equipment offered must fully meet all the required conditions set out in this Call for Tenders and must be new, unused and in factory packaging. The offer price must include the cost of transportation, installation and commissioning of equipment and basic education of employees for work on equipment.

## **2.2. Estimated value of goods**

The estimated value of the purchase is HRK 2,125,000.00 + VAT.

## **2.3. Technical specifications of the procurement subject**

The technical specifications of the procurement subject are defined in Annex 3. Technical specifications. In all the mentioned standards and standards in which the term "or equivalent" is not specified, it is considered that the wording "equivalent" is also valid.

The client accepts goods exclusively with the same or better characteristics indicated in the specifications. By signing Annex 3. The technical specifications of the submitting economic operator confirm that it has read and is aware of the technical specifications, and undertakes to be able to supply the subject-matter of the procurement according to the specifications referred to in the annex in question.

## **2.4. Delivery time**

The time limit for the delivery of the item of purchase begins to run from the date of sending the delivery order by the Client to the selected economic operator with whom the Contracting Entity concluded the contract.

The contract concluded by the Contracting Entity with the selected economic operator will last no later than 01.05.2022 with the obligation of the Client to send the delivery order to the selected economic operator no later than 120 days before the expiry of the contract.

## **2.5. Place where the service is performed**

Delivery of procurement items will be made at: Industrial Zone bb, 35400 Nova Gradiška.

On the day of delivery, the Client and the selected economic operator will sign the handover record.

## **3. Cost sheet**

The bill of quantities is in Annex 2 of Invitation to Tender.

#### 4. REASONS FOR EXCLUSION

The contracting entity will exclude the economic operator from the procurement procedure if:

- he or she or a person authorised by law to represent an economic operator (a person who is a member of an administrative, management or supervisory body or has the power to represent, decide or supervise that economic operator) has been finally convicted of any of the following offences or for appropriate offences under the regulations of the State of the seat of an economic operator or state of which the national is a person authorised by law to represent an economic operator; participation in a criminal organization, criminal association, commission of a crime within a criminal association, association for the commission of crimes, terrorism or crimes related to terrorist activities, money laundering or financing of terrorism, child labour or other forms of trafficking in human beings, corruption, bribery in economic business, bribery in economic business, abuse in the procurement process, abuse of office and authority, illegal favouritism, bribery, bribery, influence peddling, abuse of office and authority, abuse of office of state government, illegal mediation, fraud, fraud in economic business, tax or customs evasion, subsidy fraud.
- It has not fulfilled the obligation to pay salaries to employees, to pay contributions for the financing of compulsory insurance (especially health or pension) or to pay taxes in accordance with the regulations of the Republic of Croatia as the country in which the economic operator was established, in accordance with the regulations of the state of establishment economic operator (if they are not established in the Republic of Croatia), unless, in accordance with special rules, the deferral of payment of these obligations is granted, and if the amount of the overdue and unpaid liabilities is not more than 200 HRK.
- if it falsely declared, presented or provided untrue information in relation to the terms specified by the Client as necessary.

For the purpose of determining the circumstances referred to in Chapter 4, the economic operator shall submit in the tender the Declaration referred to in Annex 4. calls. The declaration shall be signed by a person authorised to represent the economic operator. The provisions of Chapter 4 also apply to the bidder community, i.e. the bidder community. the economic operator shall demonstrate for all members of the community as well as for the subcontractors presented in the offer that there are no grounds for exclusion.

#### 5. CONDITIONS AND EVIDENCE OF ABILITY

The economic operator in the procurement process must prove its technical capacity.

The economic operator must demonstrate that in the year in which the procurement procedure began (2021) and the previous three years (2020, 2019, 2018) successfully made at least one and a maximum of three deliveries of volume that is or similar and to a purchase subject whose value in sum is equal to or greater than the estimated value of the purchase.

**PROOF:** For the purpose of demonstrating this capacity, the economic operator shall provide Annex 5. Description of the main deliveries signed and certified by an authorized person to represent the economic operator.

The list must contain minimum the name and address of the economic operator, the name and address of the other contracted party, the name and description of the deliveries made, the value of the deliveries made (in HRK or EUR excluding VAT), the date and place of execution, and the contact of the person of the other agreed party for the verification of the said data. The values expressed in euro (EUR) are converted into kunas (HRK) at the middle exchange rate of the Croatian National Bank (CNB) on the day of publication of the Call.

The economic operator shall demonstrate this capacity with one and a maximum of three deliveries successfully made in the year in which the procurement procedure began (2021) and the previous three years (2020, 2019, 2018 and 2029). ).

In the case of the bidder community, members of the bidder community shall jointly demonstrate their capacity to meet the technical competence criteria. In addition to the above minimum content of the Census, in the case of the bidder community, the role of each member of the bidder community shall be indicated and the List must be signed and certified by the head of the bidder community.



## **6. TENDER INFORMATION**

### **6.1. Tender Content**

The content of the quote consists of:

- Completed and certified Annex 1. Tender Sheet
- Completed and certified Annex 1A. Tender - Tender Community (if applicable)
- Completed and certified Annex 1B. Tender Sheet - Subcontractor Information (if Applicable)
- Completed and certified Annex 2. Cost Sheet
- Certified Annex 3. Technical specifications
- Completed and certified Annex 4. Statement of absence of reasons for exclusion
- Completed and certified Annex 5. List of main deliveries
- Completed and certified Annex 6. Warranty statement

When making an offer, all economic operators must comply with the requirements and conditions of this Call. The economic operator shall not change and supplement the text of the Call or its annexes. The offer, together with the related documentation, is made in Croatian or English, and according to the Annexes given in the Invitation.

The offer must be bound into a whole in such a way as to prevent the subsequent extraction or insertion of sheets or parts of the offer and each page must be numbered.

### **6.2. Delivery mode of tender**

Tenders are submitted to the Client at Heavy Duty d.o.o., Marijan Čavića 8, 10000 Zagreb, Croatia.

Tenderers submit the offer in a closed envelope.

The envelope of the tender must indicate the name and address of the contracting entity, the name and address of the economic operator, the purchase record number, the name of the procurement subject, the indication "DO NOT OPEN - tender for the procurement of a paper packaging machine and an add-on for overlapping side pages, purchase log number: 1-2021-01."

Economic operators decide on their own the method of delivery of the tender and themselves bear the risk of possible loss or untimely delivery of the tender.

Any tenders that have not been submitted in this way and within this period will not be opened and considered and will be returned to the economic operator.

The offer that arrives after the specified deadline for submission of tenders will not be opened and will be marked as overdue, returned to the economic operator that submitted it.

An economic operator may submit an amendment and/or supplement to the offer by the expiry of the deadline for submitting tenders and withdraw from the offer. The amendment and/or amendment shall be submitted in the same way as the basic offer with the obligatory indication that this is a supplement and/or modification of the offer.

An economic operator may withdraw its submitted offer by the expiry of the deadline for submission of tenders by written statement. The declaration shall be submitted in the same way as the offer with a mandatory indication that it is an withdrawal from the offer. In the event of the economic operator's withdrawal, the offer returns to it unopened.

### **6.3. Deadline for submission of the tender**

The tender must be received by the Client, at the address and in the manner specified under paragraph 6.2 of this Call, no later than 06.08.2021 at 16:00 hours.

### **6.4. Method of determination of the offer price**

The economic operator submits an offer with a price expressed in HRK or EUR. The price of the offer is written in numbers. The price of the offer is unchangeable during the duration of the procurement contract. All costs and discounts must be included in the offer price.

The economic operator shall offer, i.e. enter the price (rounded to two decimal places) for each Cost sheet item and the price of the tender, as determined by the Cost sheet, as well as enter the price of the tender, as specified in the Cost Sheet.

The economic operator is obliged to study the complete Call before submitting the tender on the basis of which it will offer the equipment subject to the procurement.

### **6.5. Term of validity of the tender**

The validity of the offer is at least 30 (thirty) days from the expiry of the deadline for submission of tenders. The contracting entity may reject an offer whose validity is shorter than required. At the request of the client, the economic operator may extend the expiry date of its offer.

### **6.6. Review and evaluation of the offer**

At the end of the deadline for submission of tenders, the Expert Committee of the Client shall approach the review and evaluation of the content of the tenders submitted in relation to the conditions set out in this Call.

In the process of reviewing and evaluating the tenders, the Client performs an overview:

- Completed and certified Annex 1. Tender Sheet
- Completed and certified Annex 1A. Tender - Tender Community (if applicable)
- Completed and certified Annex 1B. Tender Sheet - Subcontractor Information (if Applicable)
- Completed and certified Annex 2. Cost Sheet
- Certified Annex 3. Technical specifications
- Completed and certified Annex 4. Statement of absence of reasons for exclusion
- Completed and certified Annex 5. List of main deliveries
- Completed and certified Annex 6. Warranty statement

Where the information or documentation to be provided by the economic operator is incomplete or erroneous or appears or lacks a particular document, the Contracting Entity may, in compliance with the principle of equal treatment and transparency, require the economic operators concerned to supplement, clarify, complete or provide the necessary information or documentation within an appropriate period of no less than 5 days.



## 6.7. Criteria for selecting a tender

The criterion for choosing a tender is the most economically advantageous offer.

Timely bids will be assessed on a point basis based on price (price) and non-priced criteria (delivery time and equipment warranty) whose relative significance and maximum number of points are described below, and are determined in the manner shown in the following table. The client will, on the basis of the data listed in Table 2. Scoring matrix, choose the most economically advantageous offer.

Table 2. Scoring Matrix

Criteria	Relative significance	Max number of points
(1) Price	50 %	50
(2) Delivery Time	35 %	35
(3) Equipment Warranty	15 %	15
Altogether	100 %	100

### (1) Price

The price criteria or price of the economic operator has a relative significance of 50 % and 50 points, respectively. The maximum number of points will be awarded to the economic operator that offers the lowest price (excluding VAT), while other offers will be scored according to the following formula:

$$B_c = C_{min} / C_p * 50$$

Where:

BC - Points of the observed price criterion offer

Cmin - lowest price offered

Cp - Tender Price To Be Evaluated

If the economic operator expresses the price in euros (EUR) for the purpose of evaluating and comparing price offers, the price will be converted into HRK according to the middle exchange rate of the Croatian National Bank (CNB) on the day of publication of this Call on [the website www.strukturnifondovi.hr](http://www.strukturnifondovi.hr).

### (2) Delivery Time

The first non-price criterion is the deadline for delivery of equipment.

Based on the evaluation of this criterion, the maximum number of points that an economic operator can get is 35.

The time limit for the delivery of the tender item begins to run from the date of sending the delivery order by the Client to the selected economic operator with whom the Contracting Entity concluded the contract. The contract concluded by the Contracting Entity with the selected economic operator will last no later than 01.05.2022. with the obligation of the Client to send the delivery order to the selected economic operator no later than 120 days before the end of the contract. For each individual item in Table 1 of this Call and the Contracting Entity undertakes to issue a separate order or one consolidated order from which it is clear that it includes both items in Table 1. a call with a clearly indicated order date. The contracting entity will submit the order to the selected economic operator exclusively by e-mail specified in the tender sheet of the selected economic operator.

In the event that the economic operator in Annex 1 The tender sheet offers a delivery period of 120 and more days the offer will be rejected. In the event that the economic operator in Annex 1 does not specify the delivery period, it will be considered that it has offered 120 days and will be awarded 0 points according to this criteria.

The points value according to this criterion is calculated as follows:

*Table 3. Scoring delivery time criteria*

Delivery Time	score
Delivery period up to 60 days (including) from the date of sending the Order of the Client	35
Delivery period from 61 to 80 days (including) from the date of sending the Order of the Client	25
Delivery period from 81 to 119 days (including) from the date of sending the Order of the Client	15

### (3) Warranty for equipment

Another non-price criterion is the equipment warranty.

Based on the evaluation of this criterion, the maximum number of points that an economic operator can receive is 15 points.

An economic operator shall be obliged to submit Annex 6 in its offer. Warranty statement for the equipment.

If the offer does not contain Annex 6. The equipment guarantee statement will be deemed to offer the minimum guarantee of up to 365 days (including) from the date of delivery of the equipment for the items in the subject matter of the procurement.

*Table 4. Scoring criteria warranty for equipment*

Equipment Warranty	Offered	score
Warranty for the offered equipment from the day of delivery	Up to 365 days (inclusive)	0
Warranty for the offered equipment from the day of delivery	From 366 days to 730 days (inclusive)	10
Warranty for the offered equipment from the day of delivery	From 731 days (inclusive) and above	15

Once the Client has determined the points value according to the specified criteria, the points awarded according to the price and non-price criteria will be added up in order to determine the total number of points for each tender.

The most favorable is the offer that achieves the highest number of points according to the specified criteria.

If two or more bids achieve the same number of points, the most favorable is the offer received by the Client first.

## 7. Other provisions

### 7.1. Tender community

Several economic operators may join together and submit a joint offer, irrespective of the arrangement of their relationship with each other. The responsibility of economic operators from the tender community is in solidarity.

The tender community offer must contain information about each member of the tender community, as specified in the tender sheet, with the obligatory indication of community member number 1. which will be referred to as the "Tender Community Manager" and will be authorised to communicate with the Client.

The joint offer form must be signed by the head of the tender community.

## 7.2. Subcontractor

The economic operator, i.e. the tender community, which intends to submit part or parts of the tender to subcontractors, shall clearly indicate in its tender the information on all subcontractors (name and address) and the information on the part of the contract which it intends to subcontract, and to that end fulfil and submit Annex 1B of the Call.

Economic operators intending to subcontract part of the contract to one or more subcontractors shall provide the following information in the tender:

- name or company, headquarters, ID (or national identification number by country of the economic operator's headquarters, if applicable) and the number of the subcontractor's account, and
- the subject matter, quantity, subcontracted value and percentage part of the procurement contract subcontracted.

The participation of a subcontractor shall not affect the responsibility of the selected economic operator for the performance of the contract.

## 7.3. Call attachments for submission of tenders

Annexes under this Call for Tenders are:

- Annex 1. Tender Sheet
- Annex 1A. Tender - Tender Community (if applicable)
- Annex 1B. Tender Sheet - Subcontractor Information (if Applicable)
- Annex 2. Cost Sheet
- Annex 3. Technical specifications
- Annex 4. Statement of absence of reasons for exclusion
- Annex 5. List of main deliveries
- Annex 6. Warranty statement

  
Branimir Jezdić, Director  
d.o.o., Marijana Čavica 8, Zagreb

Heavy Duty Ltd.

In Zagreb, 22. 07. 2021.