



REPUBLIKA HRVATSKA  
POŽEŠKO SLAVONSKA ŽUPANIJA  
OPĆINA KAPTOL

Republika Hrvatska  
Agencija za plaćanja u poljoprivredi  
ribarstvu i ruralnom razvoju  
Ul. grada Vukovara 269 d  
10000 Zagreb

**Publication Reference:**  
**3011111103/WKS**

Kaptol, 24 February 2012

### **Report on clarification meeting**

The meeting started with introductions and a brief description of the Project IPARD measure 301. The project **“CONSTRUCTION OF SEWAGE SYSTEM AND THE WASTEWATER TREATMENT PLANT OF SETTLEMENTS CESLJAKOVCI AND GOLO BRDO”** was also described. It was explained that the aim of the meeting was to provide additional information regarding the said tender as well as to offer Tenderers an opportunity to seek further clarification on the Tender Dossier. The Tenderers were advised, although they received it on a CD, to print out the complete Tender Dossier for better viewing of the entire situation.

The following issues were emphasized:

- The Tenderers must read carefully the Tender Dossier (Instructions to Tenderers) since it offers all the necessary information and rules on how to properly and correctly fill in the required forms;
- Each form must be carefully read and filled in and when a form or part of a form is not considered necessary, it is advised that such form should not be omitted or left blank – it should be marked as “Not applicable” or simply N/A;
- The Tenderers should make sure that information provided in the forms is consistent. For example the positions from the Organization chart(s), Tenderer’s personnel, key staff and Quality assurance system must match each other;
- The Tenderers must, when pricing their tender, read very carefully the item description in the BoQ and the relevant sections in the Technical Specifications. No additional costs will be covered if such works were already foreseen in the item description and have been omitted by the Tenderer;
- The Mayor reviewed and improved where necessary, the Design Documentation received by the Municipality. However, the quality of the drawings submitted

varied and LB did its best to obtain high standards to make them clear and easy to use;

- All supporting documents (registration of the company, power of attorney etc.) in other languages than English must be accompanied by an English translation translated by Certified Court interpreter.

### **Answers to Tenderers' questions**

No questions were submitted neither at the meeting nor afterwards

After the clarification meeting, we organized a site visit where company representatives view the situation on the ground.



Annex: List of participant



List of Participants

site visit

Kaptol, 24 February 2012

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Nr.	Company Name	Name and surname of the representative
1.	BRODSKA POSAVINA d.o.o.	STjepan LUkačević
2.	-II	MIRKO ŽERIC
3.	VODOPRIVREDA VINKOVCI d.d.	JOSIP AČIĆ
4.	IZVARNONA VUK VINKOVCI	KRESIMIR SAMBOL
5.	VODOPRIVREDA NOVA GRADISKA	IGOR BABIĆ
6.	VODOPRIVREDA - NOVA GRADISKA	MIRA MILOŠEVIĆ
7.	NISKOGRADNJA JURČAK d.o.o.	MARIJA ŠTILIMOVIC
10.	NISKOGRADNJA JURČAK d.o.o.	MATEJ TEČIĆ
11.	Elektrocentar - Petek d.o.o.	BOŠTJAK BARKO
12.	"ELEKTROCENTAR - PETEK" d.o.o.	JURČEVIĆ ANTON
13.	KARIN ZAGREB	MARINA PUHARIĆ BURIĆ
14.	CARIN d.o.o. ZAGREB	VLATKO ŠTOLJAN

