EUROPEAN UNION

Delegation of the European Union to Bosnia and Herzegovina

Our ref.: **EC/BiH/11/001**

Dear Sir/Madam

SUBJECT: INVITATION TO TENDER FOR Construction of Asylum Reception Centre in Bosnia and Herzegovina

Further to your enquiry regarding the publication of the above-mentioned invitation to tender, please find enclosed the following documents, which constitute the tender dossier:

VOLUME 1

SECTION 1: INSTRUCTIONS TO TENDERERS

SECTION 2: TENDER FORM
Appendix to the Tender

SECTION 3: TENDER GUARANTEE FORM

SECTION 4 : QUESTIONNAIRE
Additional notice to tenderers
General information about the tenderer .....Form 4.1
Organisation chart .....Form 4.2
Power of attorney .....Form 4.3
Financial statement.....Form 4.4
Financial identification form ..... Forms 4.5 a) + b)
Technical qualifications:
Overview of the tenderer's personnel .....Form 4.6.1.1
Personnel to be employed on the contract.....Form 4.6.1.2
Professional experience of key personnel
Curriculum vitae.....Form 4.6.1.3
Plant .....Form 4.6.2
Workplan and programme.....Form 4.6.3
Experience as contractor .....Form 4.6.4
Data on joint ventures .....Form 4.6.5
Litigation history.....Form 4.6.6
Quality assurance system(s).....Form 4.6.7
Accommodation for the supervisor.....Form 4.6.8
Further information.....Form 4.6.9

SECTION 5: ADMINISTRATIVE COMPLIANCE GRID AND EVALUATION GRID
Administrative compliance grid
Evaluation grid

VOLUME 2

SECTION 1: CONTRACT FORM

SECTION 2: GENERAL CONDITIONS FOR WORKS CONTRACTS

SECTION 3: SPECIAL CONDITIONS

SECTION 4: SPECIMEN PERFORMANCE GUARANTEE

SECTION 5: SPECIMEN PREFINANCING PAYMENT GUARANTEE

SECTION 6: SPECIMEN RETENTION GUARANTEE

VOLUME 3
TECHNICAL SPECIFICATIONS

VOLUME 4
FINANCIAL OFFER UNIT PRICE CONTRACTS

VOLUME 5
DESIGN DOCUMENTS, INCLUDING DRAWINGS

For full information about procurement procedures please consult the Practical Guide to contract procedures for EU external actions and its annexes, which can be downloaded from the following web page: http://ec.europa.eu/europeaid/work/procedures/index_en.htm

We look forward to receiving your tender and the accompanying tender guarantee. If you decide not to submit a tender, we would be grateful if you could inform us in writing, stating the reasons for your decision.

Yours sincerely,

Constantino LONGARES BARRIO
Head of Contracts & Finance Section