



EUROPEAN UNION

Delegation of the European Union to Bosnia and Herzegovina

LETTER OF INVITATION TO TENDER

Sarajevo, 8/3/12

Our ref.: ~~Europe Aid~~ / 132-710/L / WKS/BA

SUBJECT: INVITATION TO TENDER FOR Rehabilitation of courtrooms in selected cantonal and district courts in Bosnia and Herzegovina to provide for improved physical and technical conditions for processing war crime cases; EC/BiH/11/031

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 tendererForm 4.1

Organisation chartForm 4.2

Power of attorneyForm 4.3

Financial statement.....Form 4.4

Financial identification form Forms 4.5 a) + b)

Technical qualifications:

Overview of the tenderer's personnelForm 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

PlantForm 4.6.2

Workplan and programme.....Form 4.6.3

Experience as contractorForm 4.6.4

Data on joint venturesForm 4.6.5

Litigation historyForm 4.6.6

Quality assurance system(s).....Form 4.6.7

Accommodation for the supervisorForm 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 INTERPRETATIVE NOTE

FINANCIAL OFFER UNIT PRICE CONTRACTS

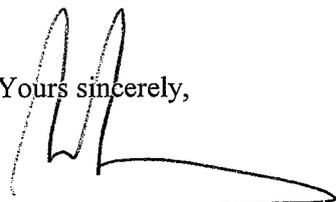
VOLUME 5

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,



Emile MABITA

Head of Contract, Finance and Audit Section