



**REPUBLIC OF CROATIA
PRIMORSKO GORANSKA COUNTY
CITY OF KRK**

CLASS: 441-01/13-01/2
NUMBER: 2142/01-02/1-13-21
Krk, 15th July 2013

**PAYING AGENCY FOR AGRICULTURE,
FISHERIES AND RURAL DEVELOPMENT**

Ul. grada Vukovara 269d
10000 Zagreb

**Project title: Reconstruction of non-classified roads in City of Krk
Publication reference: 3010812094/WKS**

MINUTES OF THE CLARIFICATION MEETING AND THE SITE VISIT

Meeting was held on 15st July 2013, in City of Krk (City hall), Trg bana Josipa Jelačića 2, Krk.

The meeting started at 10:00 am with introductions and a brief description of the Project IPARD measure 301. The project "Reconstruction of a non-classified public roads in City of Krk" 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 following issues were emphasised:

- 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;
- All supporting documents (registration of the company, power of attorney etc.) in other languages than English must be accompanied by an English translation. Although a certified translation is not required, the Tenderers are fully responsible for the accuracy of the translation. Errors in translations that could lead to misinterpretation and have an impact on the outcome of the evaluation may be treated as misrepresentation.

The clarification meeting ended at 11:00 am.

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. Site visit started at 12:00 local time and ended at 14:00 pm.



**Deputy Mayor:
Čedomir Miler, dipl.ing.**