



Embassy of the Republic of Croatia in the Kingdom of Belgium
Avenue Louise 425 – 1050 Brussels
Tel: 02 639 20 36; Email: crobrux@mvep.hr

Class: 406-03/25-03/1
Number: 521-BEL-01-25-8
Brussels, 14 February 2025

CALL FOR TENDERS No /25

1. GENERAL INFORMATION

1.1 Contracting authority

Name: Embassy of the Republic of Croatia in the Kingdom of Belgium

Address: Avenue Louise 425 – 1050 Brussels

Phone number: 02 639 20 36

E-mail address: crobrux@mvep.hr

1.2 Contact person

For any additional information please contact: Mr. Robert Hlad; e-mail: robert.hlad@mvep.hr

1.3 Total quantity of procurement

Estimated value excluding VAT: 39.000,00 EUR

The quantity of the procurement items is visible from the financial offer form (Annex I). A real purchased amount of item based on a contract may be same or smaller than the amounts foreseen in the financial offer form (Annex II). The estimated expenditure shall be 39.000,00 EUR excluding VAT.

1.4 Tender submission

Submission of a tender implies acceptance of all the terms and conditions set out in this invitation to tender.

Tenderers shall submit their tender by registered mail and/or by e-mail to crobrux@mvep.hr no later than 3 March 2025 at 10:00. Offers received beyond the deadline will not be considered.

The decision will be taken by 14 March 2025.

1.5 Language

Only bids in English and French will be considered.

1.6 Bid validity period

Bid validity period: 30 days from the deadline for submission of the tender.

2. SUBJECT OF THE CONTRACT

2.1 Protocol vehicle

The contracting authority is announcing a tender for the delivery of a protocol vehicle for the needs of the Embassy of the Republic of Croatia in the Kingdom of Belgium, Brussels single payment.

The subject of this tender is the selection of a business entity with experience in vehicle sales.

3. SELECTION CRITERIA

3.1 Legal capacity

Tenderers shall prove that they have the legal capacity and status to perform the contract. In order to do this, tenderers shall provide a valid proof of registration of the business entity (certificate of company registration).

3.2 Offer and Financial Offer

The tenderers must submit a detailed offer and fill in sign and stamp the Financial Offer Form (Annex II).

All prices must be:

- in euros, for a single payment
- excluding the value added tax (VAT)
- including all costs and expenses directly and indirectly linked to the provision of the vehicle delivery defined by this tender; the contracting authority will not pay further delivery costs or any other costs that the contractor may incur in the process of implementing the contract.

Offers must include all required in the specification of this Call for Tenders.

4. CRITERIA FOR CONTRACT

The contract will be given to the tenderer who has submitted the most convenient financial advantageous tender.

The criteria to be used for the evaluation of tenders: 100% financial costs provided that all Tender specifications are met.

5. INVOICE AND PAYMENT

The contractor shall issue one invoice for the delivered vehicle. Payment within the legal deadline.


AMBASSADOR
Josip Paro

**ANNEX I - TECHNICAL SPECIFICATION
OPEN CALL FOR TENDERS**

PROTOCOL VEHICLE

- length: 4700 – 4710 (mm)
- width: 1900 – 1910 (mm, without exterior mirrors)
- height: 1645 – 1657 mm)
- petrol engine 180-190 kW/240-260 ph
- 1950 – 2200 ccm
- metallic paint - black
- automatic gearbox
- radio/GPS
- exterior mirrors electrically adjustable and heated
- cruise control/pilot assist
- electronic climate control
- airbags for back seats
- alloy wheels
- ABS and other advanced systems
- leather seats / fabric seats
- delivery period/6 months
- 4 wheel drive
- Mild Petrol Hybrid
- Lane keeping AID lane departure warning
- Euro 6d

ANEX II- FINANCIAL OFFER

IDENTIFICATION OF THE TENDERER:

Name:

Contact person:

Address:

Phone:

Email:

Type of offer	Total single coast For Protocol vehicle, TVA excl.
Protocol vehicle	39.000,00 EUR
TOTAL single payment TVA excl.	39.000,00 EUR

Signed (authorised signature) on behalf of the Tenderer

Place and date:.....

Name:.....

Signature:.....

Stamp: