



ANNEX 1

## TENDER SUBMISSION FORM

**Contract title:** The procurement of a robot for the Faculty of Mechanical Engineering,  
University of Banja Luka

**Procurement number:** 01/05-3.1321/14

\_\_\_\_\_ (place and date)

Notification on procurement 200-1-1-11-87/14 was published in "Official Gazette of BiH" number 39 of 19 May 2014.

TO: UNIVERSITY OF BANJA LUKA - BULEVAR VOJVODE PETRA BOJOVICA 1A

SUBMITTED BY: (According to the table below)

	Name(s) of tenderer(s)	Signature
Leading tenderer*		
Member of a group of tenderers*		
Etc...*		

\* add or delete additional rows for members of a group of tenderers as appropriate. If this tender is being submitted by a single **tenderer**, the name of the **tenderer** should be entered as "**leading tenderer**" (and all other rows should be deleted)

### CONTACT PERSON (for this tender)

First name and family name	
Address	
Telephone	
Fax	
E-mail	



ANNEX 2

**TOTAL TENDER PRICE FORM**

**CONTRACT TITLE:** The procurement of a robot for the Faculty of Mechanical Engineering University of Banja Luka

**Procurement number:** 01/05-3.1321/14

Notification on procurement 200-1-1-11-87/14 was published in “Official Gazette of BiH” number 39 of 19 May 2014.

Tenderer: \_\_\_\_\_ (date)

**To: PUBLIC PROCUREMENT COMMISSION UNIVERSITY OF BANJA LUKA**

We are hereby offering to deliver a robot for the Faculty of Mechanical Engineering University of Banja Luka in accordance with the Terms and Conditions of the contract pertaining to this Tender, the *Contract Price* in the amount of:

Tender Price  
(at DAT parity Banja Luka) \_\_\_\_\_ KM/€  
the amount in numbers  
\_\_\_\_\_ KM/€  
/wording/

We offer discount in the amount of .....% or ..... KM/€

Tender Price including discount  
(at DAT parity Banja Luka) \_\_\_\_\_ KM/€  
the amount in numbers  
\_\_\_\_\_ KM/€  
/wording/

This Offer and your acceptance of the Offer in writing shall be integral part of the binding Contract between us.

We, the undersigned, confirm that we unconditionally accept all terms and conditions set forth in the Tender documents.

\_\_\_\_\_  
Signature and seal of tenderer



**ANNEX 3**

**TENDERER'S DECLARATION**

In response to your letter of invitation to tender for the above mentioned contract, we, the undersigned, hereby declare that:

1. We have examined and accept in full the content of the Tender documents for the procurement of a robot for the Faculty of Mechanical Engineering University of Banja Luka, without reservation or restriction;
2. We offer to deliver goods requested in accordance with the terms and conditions of the Tender documents, criteria and time limits laid down therein, without reservation or restriction;
3. The price of our tender is fixed. The total tender price given in Tender price form (ANNEX 5) is identical to the price on Total tender price form (ANNEX 2);
4. We offer discount on the total tender price in the amount of .....% or .....KM/€;
5. The deadline for the delivery shall be \_\_\_\_\_ calendar days, starting from the day when the contract is signed (it shall not be more than 60 calendar days);
6. Our guarantee for the equipment to be supplied shall be \_\_\_\_\_ months (it shall not be less than 12 (twelve) months), starting from the day when the Minutes of the performance of contract obligations is signed;
7. This offer shall be valid for 90 (ninety) days, starting from the end of the deadline for tender submission, i.e. until /...../...../...../ (*date*);
8. In case we intend to subcontract other entities, we shall submit the Declaration concerning subcontractors enclosed in the Tender documents;
9. If our offer is accepted, we shall submit Security for the good performance of contract as referred to in paragraph 8.3 of the Tender documents;
10. If the contract is awarded to us, we hereby oblige to sign the contract within 7 (seven) days starting from the day when the Contracting Authority has invited us to sign it. If we do not sign the contract within the specified time limit, it shall be deemed we have withdrawn from the procedure;
11. We meet all qualification criteria set forth in paragraph 5 of the Tender documents and we are not subject to any of the situations listed in the Tender documents that may lead to our disqualification. Please find enclosed the documents evidencing that qualification requirements are met.

First name and family name of the duly authorised person to represent the tenderer:

/...../

Signature: /...../

Place and date: /...../



**ANNEX 4**

**CONFIDENTIAL INFORMATION FORM**

Confidential information	Page numbers containing this information in the tender	Reasons for confidentiality of this information	Time period when the information shall be deemed confidential

Tenderer's signature and seal

\_\_\_\_\_



ANNEX 5

**TENDER PRICE FORM**

\_\_\_\_\_  
**TENDERER'S NAME (ACCURATE)** **DATE:** \_\_\_\_\_  
**NUMBER:** \_\_\_\_\_

\_\_\_\_\_  
**TENDERER'S ADDRESS**

**SUBJECT: OFFER FOR THE PP NUMBER 01/05-3.1321/14 – TENDER DOCUMENTS NUMBER: JN/01/05-3.1321-2/14 FOR THE PROCUREMENT OF A ROBOT FOR THE FACULTY OF MECHANICAL ENGINEERING UNIVERSITY OF BANJA LUKA**

**UNIVERSITY OF BANJA LUKA – PUBLIC PROCUREMENT COMMISSION**

In accordance with the Tender documents number: JN/01/05-3.1321-2/14 of 19 May 2014 for the procurement of a robot for the Faculty of Mechanical Engineering University of Banja Luka, we hereby submit our offer for delivery of the said equipment including the pricing:

No.	ITEM	UNIT	QUANT.	UNIT PR.	VALUE
1	Anthropomorphic industrial robot	piece	1		
<b>TOTAL VALUE AT DAT PARITY BANJA LUKA</b>					



**DRAFT CONTRACT**

Contracting parties:

1. **UNIVERSITY OF BANJA LUKA**, Banja Luka, Univerzitetski grad – Bulevar vojvode Petra Bojovica 1A, represented by the rector of the University Prof. Stanko Stanic (hereinafter referred to as: Contracting Authority), of the one part and

2. \_\_\_\_\_, \_\_\_\_\_ St., represented by director \_\_\_\_\_ as a contractor (hereinafter referred to as: Contractor), of the other part

**Article 1**

The subject of this contract shall be the procurement of a robot for the Faculty of Mechanical Engineering University of Banja Luka.

**Article 2**

The contracting parties hereby agree that this Contract has been concluded in accordance with the Decision on the contract award for the procurement of a robot for the Faculty of Mechanical Engineering University of Banja Luka and award of the contract to the most economically advantageous tenderer, as a result of a previously conducted open public procurement procedure, making the Tenderer's Offer no. \_\_\_\_\_ as of the day \_\_\_\_\_, evaluated as the most economically advantageous for the Contracting Authority.

Tender documents no. JN/05-3.1321-2/14 and Contractor's offer are integral part of this Contract.

**Article 3**

The Contracting Authority hereby obliges to pay the Contractor for the delivery and installation of the equipment under Article 1 of this Contract the amount of:

.....KM/€

wording (: .....)

The price referred to in the paragraph 1 of this Article in fixed and is determined for all the equipment stated in the Contractor's offer as per offered unit prices at DAT parity Banja Luka.

**Article 4**

The Contractor hereby commissions to deliver all equipment under Article 1 of this Contract within \_\_\_\_\_ calendar days, starting from the day when the Contract is signed. The equipment shall be delivered at the DAT parity Banja Luka.



#### ***Article 5***

The Contractor hereby gives a guarantee for good performance of the contract (performance security) in the amount of 10% of the Contract value.

Guarantee funds for good performance shall be payable to the Contracting Authority as damages for any loss whatsoever resulting from the Contractor's oversight to perform their Contract obligations. If it is ascertained that the loss or damage exceeds the guarantee funds, the Contractor is obliged, pursuant to the provisions of the Law on Obligatory Relations, to cover the damage in full.

Performance security shall be in the form of unconditional bank guarantee.

#### ***Article 6***

The Contractor is liable for legal and material shortcomings in the performance of the contract, including subcontracting for the performance of the contract.

#### ***Article 7***

The Contracting parties hereby agree to conduct the acceptance of all contract obligations by the Commission appointed by the Contracting Authority and that the Minutes of the performance of contract obligations shall be made.

#### ***Article 8***

The Contractor is obliged to carry out the staff training by means of robot programming courses as well as training regarding simulation software for modelling of a robot cell, furnish all necessary data and notifications about operation and usage, as well as to provide the following documentation on robot in the English language or in one of the official languages of BiH: evidence of origin, declaration, handling and maintenance manual, programming instruction manual and instruction manual on software supplied.

#### ***Article 9***

The quality of the supplied and mounted equipment shall be in accordance with the specification given in the tender documents, the Contractor's offer and the appropriate technical standards.

The Contractor's guarantee for the equipment supplied shall be \_\_\_\_\_months.

#### ***Article 10***



The Contracting Authority shall pay for the equipment supplied on the basis of an invoice. The minutes referred to in Article 7 of this Contract and the invoice are required for the payment of the contract price.

The Contracting Authority shall execute the payment for the equipment supplied within 25 days on the Contractor's giro bank account, starting from the day when the Minutes of the performance of contract obligations are made.

The Contracting Authority shall be held liable in case of untimely payment of the contract price in accordance with the rules on late payment.

#### ***Article 11***

The contracting parties waive the rights to annul this Contract on any grounds; hence all disputes shall be settled through mutual agreements in an amicable way in order to implement this Contract successfully.

In the case when the contracting parties are not able to settle a dispute by means of agreement, the District Commercial Court in Banja Luka is the competent court to deal with any disputes.

#### ***Article 12***

The signing date of the Contract shall be the date on which it is signed by the last contracting party.

Provisions of the Law on Obligatory Relations and other positive regulations referring to the subject matter shall apply to anything that is not stipulated and defined by this Contract.

#### ***Article 13***

This Contract has been made in six identical copies, three for each contracting party.

**I, the undersigned, agree with the Draft Contract text**

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***The signature of the tenderer's authorised representative***