

**UNIVERZITET U BANJOJ LUCI
UNIVERSITY OF BANJA LUKA
REKTORAT
RECTORY**

**78000 Banja Luka,
Bulevar vojvode Petra Bojovica 1A
Phone-rector: 051/ 321-174
Phone-rectory: 051/ 321-171
Fax: 051/ 315-964
E-mail: info@unibl.rs**

Number: JN /05-3.1917-8/12
Date: 04.10.2012

TENDER DOCUMENTS

**for the procurement and putting a robot with auxiliary equipment into operation for
the needs of the Faculty of Mechanical Engineering, University of Banja Luka**

Renewed Procedure

Banja Luka, October 2012

TABLE OF CONTENTS

A CALL FOR TENDERS	3
1. GENERAL INFORMATION ABOUT THE PROCEDURE	4
2. INFORMATION ON THE CONTRACTING AUTHORITY	5
3. THE OBJECT OF PROCUREMENT	6
4. INSTRUCTIONS FOR TENDERERS	6
<i>Communication with Tenderers</i>	6
<i>Preparation of Tenders</i>	7
<i>Confidentiality</i>	7
<i>Submission of Tenders</i>	8
<i>Modification or Withdrawal of Tenders</i>	8
<i>Price Calculation</i>	8
<i>Place, Date and Time of Tender Receipt</i>	8
<i>Place, Date and Time of the Opening of Tenders</i>	9
<i>Tender Security</i>	9
<i>Tender Validity Period</i>	9
5. QUALIFICATION	9
<i>Requirements for Participation in the Public Procurement Procedure</i>	9
<i>Required Evidence</i>	10
6. TENDER EVALUATION	12
6.1 Domestic Preferences	13
6.2 Prohibition of Negotiations	13
6.3 Abnormally Low Prices	13
6.4 Correction of Errors and Oversight	13
7. INFORMATION ON PROTECTION OF TENDERERS' RIGHTS	14
8. SIGNING OF CONTRACT	14
<i>Notification of the Selected Tenderer</i>	14
<i>Security for the Performance of the Procurement Contract</i>	14
<i>Terms and Conditions of the Contract</i>	14
9. INFORMATION ON TENDER DOCUMENTS	15
10. ANNEXES	15
11. TECHNICAL SPECIFICATION	16

A CALL FOR TENDERS

Public procurement number: 01/05-3.1917-1/13

The University of Banja Luka intends to conduct the public procurement of a robot with auxiliary equipment for development of the virtual remote control laboratory at the Faculty of Mechanical Engineering. The Laboratory shall be used for student training, development and research demonstration in the Robotics within the “BANOROB” Project.

Due to the call for tenders published in “The Official Gazette of BiH” number 79 of 08 October 2012, the University of Banja Luka hereby invites you to submit your tender in an open procedure for the public procurement of a robot.

In order to qualify for the award of a contract, you have to meet minimal requirements pursuant to Article 22-26 of the BiH Law on Public Procurement, given in detail in the section 5 of the Tender documents.

Tenders should be submitted at the following address: University of Banja Luka, Univerzitetski grad-Bulevar vojvode Petra Bojovica 1A, Banja Luka, not later than 6.11. 2012 at 10:00.

Tenders shall be opened in the administration building of the University of Banja Luka Rectory, Univerzitetski grad-Bulevar vojvode Petra Bojovica 1A, Banja Luka on 6.11.2012 at 11:00 in the presence of tenderers who want to be present.

CRITERIA FOR THE AWARD OF A CONTRACT

The contract shall be awarded to a selected bidder that submits a technically compliant offer with the lowest price.

All tenderers shall be notified about a decision of the Contracting Authority on the results of the public procurement procedure within 7 (seven) days from the day when the decision is made. The contract award procedure shall be performed in accordance to the Law on Public Procurement of Bosnia and Herzegovina (hereinafter referred to as: the Law).

Every tenderer with an interest to be awarded with a contract on public procurement that believes the Contracting Authority has violated one or more provisions of the Law and/or implementing regulations in the course of the award of a contract may submit a complaint against the procedure in the manner and within the deadline as stipulated by the Article 51 of the Law.

Contact persons:

Prof. Tihomir Latinovic, mob. phone 065 530 723, e-mail: tiho@inecco.net

Radoslav Milicevic, BA Economy, phone 051 326 003, e-mail: slnabavke@unibl.rs

Address: Univerzitetski grad-Bulevar vojvode Petra Bojovica 1A

Fax: +387 (0)51 326 009

RECTOR

Prof. Stanko Stanic

1. GENERAL INFORMATION ABOUT THE PROCEDURE

1.1 Terms used in the Tender documents shall have the following meaning:

“BANOROB” Bosnian-Norwegian research based innovations for development of new, environmentally friendly, competitive robot technology for selected target groups”

“Contracting Authority/Procuring Entity” refers to the University of Banja Luka;

“Authorised Person(s)” – refers to individual(s) appointed by the Contracting Authority to act on his behalf and individuals holding written authorisation to act on behalf of the supplier.

“Law” – refers to the Law on Public Procurement of Bosnia and Herzegovina.

“Implementing Regulations” – refer to acts laid down pursuant to the Law: A Guide to the enactment of the Law on Public Procurement of BIH” (“The Official Gazette of the BIH”, number 3/05), A Guide to Preparation of procurement notices, contract awards and cancellation of the procurement (“The Official Gazette of the BIH”, number 17/05) and A Guide to Keeping the Minutes of Tender Opening (“The Official Gazette of the BIH”, number 17/05).

“Procurement Procedure” – the procedure carried out by the Contracting Authority based on tender documents.

“Decision” refers to any decision, conclusion or another act of the Steering Board, Rector or Dean made for the purpose of realization of goods, services and works procurement;

“Tender documents” refer to documents that contain necessary information and forms that enable tenderers to submit their participation requests, that is, tenders.

“Tender” refers to documents tenderers need to submit and includes:

- a) Tender form;
- b) Tenderer’s declaration of receipt of tender documents;
- c) Form for the overall assessment of the tender;
- d) Form containing prices and goods, services or works specification;
- e) Draft contract and
- f) Documents needed for qualification, that is, participation in the procedure, required by tender documents.

“Compliant tender” implies an offer which has been delivered in the manner and in accordance with tender documents and which, by verification, has been ascertained to be correct in terms of calculation and technical aspects;

“Non-compliant tender” implies an offer which has not been submitted in the manner and in accordance with tender documents and/or which, by verification, has been ascertained to be incorrect in terms of calculation and technical aspects;

“Alternative tender” refers to an offer where different characteristics of the contract object have been proposed in comparison to those set forth in the tender documents;

“**Supplier**” is a participant who has been awarded with a procurement contract after the public procurement procedure.

“**Tenderer**” takes part in the public procurement procedure by submitting his/her offer;

“**Qualified tenderer**” refers to the tenderer that meets selection criteria;

“**Unqualified tenderer**” refers to the tenderer or candidate that does not meet selection criteria;

“**The most economically advantageous tenderer**” refers to the tenderer that submitted a compliant tender that has been as evaluated as the best one;

“**A group of candidates/tenderers**” refers to two or more tenderers that have submitted their joint requests for participation or joint tender;

“**Electronic means**” mean use of electronic equipment for processing and storing of data that are sent, transmitted or received by wire or radio connection, optical or other electromagnetic means;

“**Written or in writing**” means any expression consisting of words or figures which can be read, reproduced and subsequently communicated. It includes information that is transmitted and stored by electronic means, provided the security of the content is ensured and the signature is identifiable.

1.2. Public procurement procedures shall be conducted in an open procedure in accordance with the Law, implementing regulations set forth in accordance with the Law and these Tender documents.

1.3 The contract shall be awarded to the tenderer that offers the lowest price of a technically compliant tender.

1.4 The Contracting Authority may cancel the procurement procedure due to one of the following reasons:

- a) no tenders are submitted within the specified time limit;
- 2) none of the received tenders are compliant;
- 3) all compliant tenders contain prices which substantially exceed the Contracting Authority’s budget;
- 4) the number of the received compliant tenders is less than 3 (three) and does not ensure a genuine competition;
- c) the award procedure is cancelled for other demonstrable reasons beyond the Contracting Authority’s control and not predictable at the time of launching the award procedure.

2. INFORMATION ON THE CONTRACTING AUTHORITY

The Contracting Authority: University of Banja Luka
Univerzitetski grad-Bulevar vojvode Petra Bojovica 1A
78000 Banja Luka

Identification number: 4401017720006

Detailed correspondence address:

University of Banja Luka

Univerzitetski grad-Bulevar vojvode Petra Bojovica 1A

78000 Banja Luka

Telephone: 051 326 003

Fax: 051 326 009

E/mail: slnabavke@unibl.rs

Person(s) authorised to keep contact with tenderers on behalf of the Contracting Authority:

Prof. Tihomir Latinovic, mob. phone 065 530 723, e-mail: tiho@inecco.net

Radoslav Milicevic, BA Economy, phone 051 326 003, e-mail: slnabavke@unibl.rs

Address: Univerzitetski grad-Bulevar vojvode Petra Bojovica 1A

Fax: +387 (0)51 326 009

3. THE OBJECT OF PROCUREMENT

3.1 The object of procurement is a robot with auxiliary equipment for the needs of the Faculty of Mechanical Engineering, University of Banja Luka.

The tenderer obliges to:

-Deliver and put a robot with auxiliary equipment into operation in a professional and quality manner, in accordance with valid regulations, norms and standards that apply to this kind of works and are in accordance with tender requirements.

-Ensure and enable functioning and operation of the said items without any additional expenses.

3.2 The deadline for delivery and putting a robot with auxiliary equipment into operation shall not be later than 70 calendar days after the date of signing the contract.

3.3 The place for delivery and putting a robot with auxiliary equipment into operation is the Laboratory for Intelligent Systems at the Faculty of Mechanical Engineering, 77 Bulevar vojvode Stepe Stepanovic St., according to DAP parity.

3.4 The Contracting Authority shall execute payment to the supplier for the equipment delivered based on the invoice and minutes of delivery receipt. Payment shall be executed using the funds allocated by the Royal Norwegian Ministry of Foreign Affairs for the "BANOROB Project Bosnian-Norwegian research based innovations for development of new, environmentally friendly, competitive robot technology for selected target groups". Terms of payment are 45 days from the date of signing the final minutes, the equipment is installed.

4. INSTRUCTIONS FOR TENDERERS

Communication with Tenderers

4.1 Communication and exchange of information between the Contracting Authority and tenderers shall be conducted in writing by means of electronic mail. Tenders shall be sent in writing to the Contracting Authority's protocol.

Preparation of Tenders

4.2 Tenderers are obliged to prepare tenders in accordance with criteria set forth in these Tenders documents. A tender that does not comply with these Tender documents will be rejected as non-compliant.

4.3 Tenderers bear all costs resulting from preparation and submission of their tenders. The Contracting Authority is not responsible for the incurred expenses of bidding procedures.

4.4 Tenders, all documents and correspondence in regards with the tender between the tenderer and the Contracting Authority shall be drawn up in one of the official languages of Bosnia and Herzegovina. Enclosed documents and printed literature submitted by the tenderer may be drawn up in another language most often used in the international trade, provided a certified translation of the appropriate sections is also submitted in a language in which the tender is written.

4.5 The tender must be typed or written in indelible ink on the forms that have page numbers and are part of the annex of these Tender documents. All tender sheets shall be bound and put in order as set forth in paragraph 4.6 herein. All tender sheets, except already signed and sealed ones, should be initialled or signed by a person duly authorised to sign on behalf of the tenderer. Documents on meeting qualification requirements do not have to be numbered or signed. All amendments and modifications must be readable and initialled by a duly authorised person. In addition, in the case when a tender is submitted by a group of tenderers, an authorisation shall be submitted along with the tender confirming that the said individuals are duly authorised to represent the group of tenderers in the public procurement procedures (authorisation may also contain authorisation for signing of the contract).

4.6 The tender shall contain the following documents:

- a) Tender form;
- b) Tenderer's declaration;
- c) Tender price form;
- d) "Confidential Information" form;
- e) Draft contract
- f) Documents verifying supplier's qualifications (Articles 23-26 of the Law).

4.7 Each tenderer may submit one tender only. No alternative tenders are allowed.

Confidentiality

4.8 The Article 9(a) stipulates the following:

Confidential information contained in any tender concerning the commercial, financial or technical information or trade secrets or know-how of the tenderers shall not be disclosed to any person not officially concerned with the procurement process under any circumstances.

The Contracting Authority requests from tenderers to state what information must be deemed confidential, on what grounds and how long it will be confidential when they submit tenders to the Contracting Authority. The tender price shall in no case be regarded as confidential.

Tenderers shall make a list (filled in according to the fields given in the Annex 3) of information that should be regarded as confidential.

Submission of Tenders

The tenderer shall submit 1 (one) original tender. The signed and stamped tender shall be sealed in an envelope containing the tenderer's name and address as well as the following: "Public procurement tender number: 01/05-3.1917-1/13" – "do not open- to be opened by the commission" and be delivered at the address referred to in paragraph 4.14 herein.

Documents from a, b, c, d, and e referred to in item 4.6 of the TD are mandatory and shall be submitted on forms provided in the annex to the TD. Qualification documents (sheets are not marked or signed) referred to in item 5.3 (a, b, c, d, and e), 5.4, 5.5, and 5.7 (a, b, c, and d) of the TD shall be attached after the documents referred to in item 4.6 of the TD in the order as required by the TD.

The guarantee document (tender security) referred to in item 4.18 shall neither be bound nor its sheets marked; they shall be enclosed within the tender.

Modification or Withdrawal of Tenders

4.9 Tenderers may modify or withdraw their tenders provided these modifications or withdrawal take place prior to the deadline for submission of tenders. The Contracting Authority shall be notified in writing on modifications or withdrawal of tenders. In addition, the tender envelope shall contain the following: "TENDER MODIFICATION" or "TENDER WITHDRAWAL".

Price Calculation

4.10 The tenderer shall fill in the Tender form for procurement of a robot and auxiliary equipment (Annex 3) attached to these Tender documents, along with providing details in regards with the robot and auxiliary equipment that are to be delivered and put into operation, the quantity and prices.

4.11 Apart from costs of the procurement of the robot and auxiliary equipment, the tenderer is obliged to include all other expenses in the price that lead to complete functionality, including expenses such as:

4.11.1 Robot programming training;

4.11.2 Training related to simulation software for modelling of a robot cell;

4.12 All prices shall be expressed in KM or in EUR, taking into account that the conversion of EUR to KM shall be based on the middle exchange rate of the Central Bank of BIH valid on the day of tender opening.

4.13 The tendered price must not be altered during the realization of the contract and shall not be subjected to any changes. The Contracting Authority shall reject any tender as non-compliant that contains a price that may be adjusted and that is not accordance with this paragraph.

Place, Date and Time of Tender Receipt

4.14 Tenders shall be submitted to the following address: University of Banja Luka, Univerzitetski grad-Bulevar vojvode Petra Bojovica 1A, Banja Luka.

4.15 Submission deadline ends on 06.11.2012 at 10:00. Tenders submitted after this deadline shall be sent back to the tenderer unopened.

Place, Date and Time of the Opening of Tenders

4.16 Public opening of tenders shall take place on 06.11.2012 at 11:00 in the administration building of the University of Banja Luka Rectory, Bulevar vojvode Petra Bojovica 1A.

4.17 Tenderers or their representatives may be present at the public opening of tenders. Information announced during the public opening of tenders shall be sent to all tenderers that submitted their tenders timely.

Tender Security

4.18 In order to be able to participate in the public procurement procedure, tenderers should submit an original of tender security (guarantee document) (hereinafter referred to as: tender security). The amount of required guarantee as tender security is 2,000.00 KM (two thousand and 00/100KM).

Tender security may be submitted in one of the following forms:

- a) certified cheque,
- b) unconditional bank guarantee.

In any of the types of tender security, it is mandatory to submit an original document valid throughout the tender validity period.

Tender Validity Period

4.19 Tenders must be valid for 90 days starting from the deadline for submission of tenders. As long as the tender validity period has not expired, the Contracting Authority may request from tenderers in writing to extend the validity period until a specified date. Any tenderer may reject such a request. A tenderer that agrees to extend the tender validity period and notifies the Contracting Authority thereof in writing, shall extend the validity period of the tender. The tender must not be modified. If the tenderer fails to respond to the request made by the Contracting Authority as regards extension of the tender validity period, then it shall be deemed that such tenderer rejected the request of the Contracting Authority. In this case, the Contracting Authority rejects the tender.

5. QUALIFICATION

Requirements for Participation in the Public Procurement Procedure

5.1 In accordance with Articles 22-26 of the Law, candidates should meet the following requirements:

- a) that there are no limitations on their participation pursuant to the provisions of the Article 23 of the Law;
- b) they provide reference evidencing their right to pursue the relevant professional activity and/or that they are registered in relevant professional or trade registers;

- c) the economic and financial standing of the candidate/tenderer guarantees successful realization of the contract;
- d) their technical and professional capacity guarantees successful realization of the contract.

5.2 As provided in the Article 23 (1) of the Law, the tender shall be rejected if the tenderer:

- a) is bankrupt or is being wound up or has entered into an arrangement with creditors or has suspended or limited business activities or who is in any analogous situation arising from a similar procedure under the relevant laws and regulations of BiH or its country of establishment;
- b) is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or for an arrangement with creditors or of any other similar proceedings under the relevant laws and regulations of BiH or its country of establishment;
- c) has been convicted for an offence regarding his or her professional conduct within 5 (five) years from the date of submission of the tender;
- d) has been found guilty by competent courts of BiH of grave professional misconduct within 5 (five) years from the date of submission of the tender;
- e) has not fulfilled its obligations relating to the payment of social security contributions in accordance with the relevant laws of BiH or its country of establishment;
- f) has not fulfilled its obligations relating to the payment of taxes in accordance with the relevant laws of BiH or its country of establishment;
- g) has misrepresented the information required under Articles 23 to 26 of this Law or has failed to provide the information.

Required Evidence

5.3 Tenderers should provide the following evidence:

a) a certificate from the “judicial record” or, failing this, of an equivalent document issued by a competent judicial or administrative authority of BiH or in the country of origin of or the country wherefrom that candidate/tenderer comes, showing that it is neither bankrupt nor is being wound up; it has not entered into an arrangement with creditors nor has suspended or limited business activities or who is not in any analogous situation arising from a similar procedure under the relevant laws and regulations of BiH or its country of establishment;

b) a certificate from the “judicial record” or, failing this, of an equivalent document issued by a competent judicial or administrative authority of BiH or in the country of origin of or the country wherefrom that candidate/tenderer comes, showing that it is neither the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up nor for an arrangement with creditors nor of any other similar proceedings under the relevant laws and regulations of BiH or its country of establishment;

Confirmation of any of the reasons in items a) and b) can be issued as one or two certificates.

c) a certificate from the “judicial record” or, failing this, of an equivalent document issued by a competent judicial or administrative authority of BiH or in the country of origin of or the country wherefrom that candidate/tenderer comes, showing that he has not been convicted for an offence regarding his or her professional conduct within 5 (five) years from the date of submission of the request or tender;

The tenderer that has been convicted should provide evidence that he paid the fine and proceeding expenses, that is, that his business activities have not been banned.

d) a certificate or certificates issued by a competent authority in BiH or any other country showing that it has fulfilled its obligations relating to the payment of social security contributions (health and pension insurance) in accordance with the relevant laws of BiH or its country of establishment (the tenderer must not be late with payments of the contributions in question, in accordance with the Law);

e) a certificate or certificates issued by a competent authority in BiH or any other country showing that it has fulfilled its obligations relating to the payment of taxes (direct or indirect) in accordance with the relevant laws of BiH or its country of establishment;

f) Documents or certificates referred to in paragraph 5.3 shall not be older than 3 (three) months from the date of submission of the request or tender.

5.4 Tenderers should submit a certified photocopy of registration certificate to prove their registration in the relevant professional or trade registers of the country in which they are established, or to provide a special statement or reference evidencing their right to pursue the relevant professional activity.

5.5 As far as the economic and financial standing is concerned, tenderers should submit the balance-sheets and profit and loss account for the last financial year as certified copies, where publication of the balance-sheet is required under the law of the country in which the supplier is established; Negative balance sheet shall be deemed a reason to disqualify the candidate.

5.6 As for technical and professional capacity, in accordance with the Article 26 of the Law, tenderers shall meet the minimum requirements:

a) successful experience in contract implementation as regards equipment delivery effected in whole or in parts that is similar to the proposed contract.

b) tenderer's qualification for successful realization of works as regards sales, assembly and maintenance of the equipment that is the object of this procurement.

5.7 Technical and professional capacity of the candidate is proved by:

a) an excerpt of a reference list with contract copies enclosed including at least three entities in the last three years with values higher than 100,000.00KM (50,000.00 EUR) per Contract. The said contracts shall encompass the equipment in whole or in parts that is the object of the procurement. The reference list must be certified and signed by the authorised person of the candidate.

b) the statements that in the last three years it has not terminated any contracts in reference to good performance of works.

c) the producer's authorisation or licensed owner's that it holds the rights to promote, sell, assemble and maintain the equipment concerned.

d) a certificate that it employs at least two full-time engineers with valid certificates issued by the equipment producer. Evidence is confirmed by presenting valid certificates issued by the equipment producer and the certificate issued by the Tax Administration of the Republic of Srpska or other relevant institution on full-time employment of the persons holding the certificates issued by the producers.

In the case when candidates do not provide evidence on successful delivery, authorisation and employed technical staff, it shall be deemed unqualified for participation in the procurement procedure.

5.8 Tenderers shall attach the qualification documents required in paragraphs 5.3- 5.7 in an order and number them as set forth in the Tender documents.

5.9 If the period after registration/establishment is shorter than the period requested by the Contracting Authority for statements and documents relating to the economic and financial standing as well as technical and professional capacity of tenderers, the tenderer shall submit documents for the period after registration/establishment.

5.10 Documents under the paragraphs 5.3, 5.4, 5.5 and 5.7 may be submitted as originals or as copies certified by a competent authority. In the case of reasonable doubt in terms of authenticity or readability of the copy, the Contracting Authority may request originals to be submitted.

5.11 In the case when the request is submitted by a group of tenderers, when assessing whether criteria set forth in the Tender documents are met, the Contracting Authority shall consider financial standing, qualification, technical and professional capacity of the members of a group. Therefore, the members of a group may submit one set of documents under the paragraphs 5.5 and 5.7 of the Tender documents and documents and statements relating to the public procurement object. Documents under paragraphs 5.3 and 5.4 that are separately prepared for each member of a group shall be submitted together with the request for participation.

5.12 In accordance with the Article 27 of the Law, as well as other relevant regulations, the Contracting Authority shall reject a tender if the candidate or tenderer who submitted it, has given or is prepared to give a current or a former employee of the Contracting Authority a gift in the form of cash or in any non-cash form whatsoever as an attempt to influence an action or a decision or the course of the public procurement procedure. The Contracting Authority shall inform the tenderer and the Public Procurement Agency of the rejection of the tender and the reasons for it in writing, and shall make a note on it in the report on the procurement procedure.

5.13. Within the period specified by the Contracting Authority, it may request from the tenderer to clarify documents in writing without bringing about any changes in the substance of the tenders.

5.14 Tenderers shall be notified as soon as possible on decisions in regards with the procedure results, in any case not later than within 7 (seven) days of the decision.

6. TENDER EVALUATION

The contract shall be awarded to the tenderer that offers the overall economically advantageous technically compliant tender.

In the case when two or more tenders are identical in terms of total value, the contract shall be awarded to the tenderer whose tender has been submitted first.

6.1 Domestic Preferences

The Contracting Authority shall apply domestic preferences except for the tenderers from the CEFTA countries (Decision on Obligatory Application of Domestic Preferences in the process of public procurement, Article 3 paragraph (3) "The Official Gazette of BiH" no. 29/09).

6.2 Prohibition of Negotiations

Negotiations between the Contracting Authority and the tenderers on fundamental aspects of the tender are prohibited. However, the Contracting Authority may request the tenderers to clarify their tenders in writing, within a specified period, without bringing about any changes in the substance of the tenders.

6.3 Abnormally Low Prices

6.3.1 If abnormally low or high tenders in comparison to the contract equipment have been submitted, the Contracting Authority shall request from tenderers to justify the proposed price. If the tenderer fails to produce a justification to the satisfaction of the Contracting Authority, it shall be entitled to reject the tender.

6.3.2 In order to obtain explanation for abnormally low or high price, the Contracting Authority shall request in writing from the tenderer to provide additional information about relevant integral elements of the tender, including price and calculation elements.

6.4 Correction of Errors and Oversight

6.4.1 The Contracting Authority shall correct any errors of solely arithmetical nature, if the said error is disclosed during the tender evaluation. The Contracting Authority shall without delay notify the tenderer on any correction and may proceed with the procedure, having corrected the error and after the tenderer has approved of the correction within the time limit specified by the Contracting Authority. If the tenderer does not approve of the proposed correction, the tender shall be sent back to the tenderer.

6.4.2 The Contracting Authority shall correct any price calculation errors in the following cases:

a) when there is a difference between the amount expressed in numbers and words, in which case the amount expressed in words is the one to be taken into account, unless that amount is an arithmetical error;

b) if there is a difference between the unit price and total amount that is obtained by multiplying the unit price and quantity, the given unit price is the one to be taken into account and it is necessary to correct the total amount;

c) if there is an error regarding the total amount in terms of sum or subtraction of sub-amount, the sub-amount is the one to be taken into account when it is necessary to correct the total amount.

Amounts corrected in this way will be binding on the tenderer. If the tenderer does not accept them, the tender will be rejected.

7. INFORMATION ON PROTECTION OF TENDERERS' RIGHTS

7.1 Any supplier who has a legitimate interest in a specific public procurement contract and believes that the Contracting Authority, during the contract award procedure concerned has breached one or more provisions of the Law and/or its implementing regulations shall have the right to raise an objection against the procedure in the manner and within time limits set forth in the Article 51 of the Law.

7.2 Objections shall be filed with the concerned Contracting Authority in writing within 5 (five) days from the day the complainant became aware or should have become aware of the alleged breach of the Law and not later than 1 (one) year from the date of the alleged breach.

7.3 If the Contracting Authority fails to examine the objection within the time limit specified in the Article 51 of the Law paragraph (4) of the Law, or rejects the objection, the complainant may file a written appeal with the Procurement Review Body within 5 (five) days from the first working day after the expiry of the time limit specified in paragraph 7.2, or, in the case the objection is rejected by the Contracting Authority, from the day the complainant was informed hereon by the Contracting Authority. A copy of the appeal in writing shall simultaneously be notified to the Contracting Authority.

8. SIGNING OF CONTRACT

Notification of the Selected Tenderer

8.1 The Contracting Authority shall inform the successful tenderer about the date and place of signing of the contract.

Security for the Performance of the Procurement Contract

8.2 The contract starts from the moment of signing until the expiry of the guarantee period.

8.3 The Contracting Authority shall request that the performance of the contract be guaranteed by the appropriate performance securities. The performance security shall amount to 10% of the contract value.

8.4 The security for the performance of the procurement contract may be in the form of an unconditional bank guarantee or a bond with bond statement.

8.5 The conditions of refund or keeping the performance security shall be stipulated by the contract.

Terms and Conditions of the Contract

8.6 The Contracting Authority shall sign the contract with the qualified tenderer having submitted the best evaluated compliant tender.

8.7 During the guarantee period, the selected tenderer is obliged to identify any failure on equipment and to repair it thus bringing the system back to operation and full recovery in reasonable time, not longer than 20 (twenty) days from the time of report.

8.8 The draft contract or main elements of the contract are included in the Annex 4 of these Tender documents (“Draft”). The tenderer shall fill in the draft with his information and details that are contained in the tender (i.e. price and other requirements).

9. INFORMATION ON TENDER DOCUMENTS

9.1 A single rate fee for the Tender documents amounts to 20.00 KM. Payments should be made to the giro bank account number: 551-001-00009070-76 at UniCredit Bank Banja Luka, Banja Luka, purpose of bank payment “Payment for the tender documents for public procurement number: 01/05-3.1917-1/12”. Revenue type 722539, municipality 002, budget organization 0830001.

Instruction for foreign payments:

Name of Beneficiary: **MINISTARSTVO FINANSIJA RS-ZA INSTIT. VISOKOG OBRAZ.
OJ REKTORAT – 083001**
Beneficiary’s address: **TRG REPUBLIKE SRPSKE 1, BA – 78000 BANJA LUKA**
Bank of Beneficiary: **Unicredit bank AD Banja Luka**
SWIFT: **BLBABA22**
Beneficiary’s acc. no: **BA39 5517 9048 0148 8043**

9.2 Interested suppliers may seek clarification of the tender documents from the Contracting Authority in writing in good time and not later than 10 (ten) days before the expiry of the time limit for the submission of tenders.

9.3 The Contracting Authority shall prepare a written answer, maintaining the genuine competitive basis of the award procedure, which shall be dispatched to all candidates or tenderers not later than 5 (five) days before the expiry of the time limit for the submission of tenders. If the answer gives rise to amendments to the tender documents, the Contracting Authority shall extend the time limit for the submission of tenders accordingly and as a minimum by a period of 7 (seven) days.

9.4 The Contracting Authority may amend tender documents at any time provided all amendments are available to interested tenderers the same day, and not later than 5 (five) days before the date set as a deadline for submission of tenders. The amendment laid down shall become an integral part of the tender documents.

10. ANNEXES

The following annexes are integral part of the tender documents:

Annex 1: Tender form;
Annex 2: Tenderer’s declaration;
Annex 3: Tender price form;
Annex 4: “Confidential Information” form;
Annex 5: Draft Contract

11. TECHNICAL SPECIFICATION

THE ROBOT CELL FOR LABORATORY AND INDUSTRIAL ASPECTS OF ROBOT APPLICATION

Equipment
<ul style="list-style-type: none">▪ Industrial robot<ul style="list-style-type: none">○ 6 axes or more○ Pay load > 35 kg○ Working envelope > 2m○ Position repeat accuracy < 0,1mm○ Teach pendant with graphical interface○ Six – axes Ethernet- or USB real time sensor interface (< 10ms sampling time, < 10ms overall latency)<ul style="list-style-type: none">○ Ethernet interface for program- and data transfer, backup, offline programming and remote control○ 380V power supply○ > 16 physical digital inputs○ > 16 physical digital outputs○ > 4 physical analog inputs (optional, please, specify the price)○ > 4 physical analog outputs (optional, please, specify the price)○ Wire harness > 5m○ Calibration kit for zeroing the robot axes○ PLC (either built in or external)<ul style="list-style-type: none">▪ 16 inputs▪ 16 outputs▪ Power supply accordingly▪ Software to program / setup it○ Software options if available :<ul style="list-style-type: none">▪ Palletizing▪ Search functionality▪ Transfer of robot programs and data via Ethernet▪ Real time control through the real time interface▪ Customization / programming of the graphical user interface on the teach pendant▪ English language (both robot and all other software)▪ Gripper<ul style="list-style-type: none">○ Electrical servo gripper with two aluminium fingers<ul style="list-style-type: none">▪ 2x fingers▪ 5 m cable▪ Position- and force control of the fingers▪ All interfaces and software for control▪ Gripper range >100mm▪ Gripping force 100NVacuum gripper for lifting boxes (lifting capacity 400N)<ul style="list-style-type: none">▪ Valves and ejectors needed to control the vacuum gripper▪ Feed through unit adapted to the payload of the robot

	<ul style="list-style-type: none"> ▪ At least 2 pneumatic connections, and 4 electrical connections
	<ul style="list-style-type: none"> ▪ Tool changer adapted to the payload of the robot <ul style="list-style-type: none"> ○ 4 extra Tool plates (to attach additional tools)
	<ul style="list-style-type: none"> ▪ Collision protection unit to be adapted to the robot's end effector (adapted to the payload of the robot)
	<ul style="list-style-type: none"> ▪ Safety equipment <ul style="list-style-type: none"> ○ 5m security fence with door and door switch ○ 3 emergency stop switches
	<ul style="list-style-type: none"> ▪ Off-line programming <ul style="list-style-type: none"> ○ Software for offline programming of the robot (10 floating licenses)
	<ul style="list-style-type: none"> ▪ Other hardware <ul style="list-style-type: none"> ○ Cables and connectors <ul style="list-style-type: none"> ▪ Power cable to the robot ▪ IO-cables between robot and controller ▪ Cables between robot arm and gripper and sensor
	□
included)	<p>Basic requirements included in the price</p> <ul style="list-style-type: none"> ▪ Two weeks initial support on site included. (all travel and accommodation costs included) ▪ Three days initial teaching in operation of the robot and robot programming ▪ Two weeks additional support during the first year (all travel and accommodation costs included) ▪ One year free phone and email support (8-16 on working days) ▪ One year guarantee on the equipment ▪ Shipping, customs and VAT costs for all equipment is included ▪ The entire order shall be provided from one company (Software which can be provided by university licenses, have to be ordered separately by UBL) ▪ One hot line contact person to provide technical support to UBL ▪ System setup and verification