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Procurement registration number: JN 59-2025

CALL FOR TENDER
GEOPHYSICAL PROSPECTION OF DALJ

Zagreb, April 2025.

1. INFORMATION ABOUT THE CONTRACTING AUTHORITY

Croatian Academy of Sciences and Arts
Trg Nikole Šubića Zrinskog 11, Zagreb
VAT ID: 61989185242
Phone: 01/4895-111
Web page: www.hazu.hr
E-mail: info@hazu.hr

2. CONTACT

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Communication and any other exchange of information between the Contracting Authority and economic entity can be carried out exclusively in the Croatian or English language and Latin script.

3. TYPE OF PROCUREMENT PROCEDURE

Simple procurement procedure of services: **JN 59-2025**

Based on Article 15 of the Public Procurement Act (Official Gazette No. 120/16 and 114/22) for an estimated value of less than EUR 26.540,00 without VAT for goods and services, or EUR 66.360,00 without VAT for works (the so-called simple procurement), the public contracting authority, Croatian Academy of Sciences and Arts is not obliged to carry out the public procurement.

3.1. DATA ON BUSINESS ENTITIES WITH WHICH THE CONTRACTING AUTHORITY IS IN A CONFLICT OF INTEREST

The information on the conflict of interest is published on the web page of the Contracting Authority: http://info.hazu.hr/hr/o-akademiji/javna_nabava/.

4. SUBJECT OF THE PROCUREMENT PROCEDURE

4.1. Subject of the procurement procedure: Geophysical Prospection of Dalj

4.2. Estimated value of the procurement: 12.500,00 EUR without VAT

4.3. CPV mark and name: 71351720, Geophysical Prospection of Dalj

4.4. Quantity of procurement items: The quantities of procurement items stated in the Cost Sheet form, which is an integral part of this Call for Tender are exact.

4.5. Cost Sheet

The Cost Sheet in a non-standardized form can be found in Attachment 2 and is an integral part of this Call for Tenders. The bidder must fill in the requested unit price and the total price without VAT of the Cost Sheet on the prescribed form.

The unit price of an item of the Cost Sheet may be expressed with a maximum of 2 (two) decimal places.

Bidders may not change the Cost Sheet (add items, add additional units of measure, change quantities or add notes).

4.7. Description of the subject of procurement

The subject of the procurement is geophysical prospecting by magnetic method at the site of Dalj, ancient Teutoburgium, in the municipality of Erdut, for the needs of the project "*Danube Limes in Osijek-Baranja County*". The proposed activities are based on the application of modern methods of magnetic prospection and topographic imaging, with the aim of identifying and mapping archaeological structures hidden under the soil surface.

The goal is to record the available fields in the village of Dalj, where the remains of the Roman fortress Teutoburgium are located. At this site, the Department of Archaeology of the Croatian Academy of Sciences and Arts has been conducting systematic geophysical surveys since 2019. Due to unpredictable agreements with landowners and their calendar of agricultural works, it is not possible to accurately determine the total area or scope of work in advance. Therefore, the dynamics and scope of work should be linked to the number of working days spent in the field, while the cost of data processing and interpretation should be linked to the actual cultivated area during those days. The Contracting Authority requires an offer that refers to the number of working days.

4.8. Technical specification

Filming is carried out on arable land in the village of Dalj. For magnetic prospection at this level, the use of a magnetometer composed of 10 to 16 gradiometers, mounted on a non-magnetized trolley towing a smaller off-road motor vehicle (quad), is crucial. In order to avoid damage to the plantations, and at the same time to collect data of sufficiently high quality, it is important to carry out the prospection in a short period of time between harvest and ploughing, optimally within three to five days.

The purpose of the survey is to gain insight into the underground structures by a non-invasive method, in order to determine the existence of buildings and infrastructure facilities that made up the complex of the Roman military base Teutoburgium.

Due to the time limitation and large area, the imaging must be carried out using the so-called large-scale magnetometry. The Contracting Authority requires a contractor who has the appropriate technical equipment and professional staff capable of recording the given area within the stipulated time, and of processing data and preparing reports within 30 days. The experience of working in Roman rural localities and experience in the application of large-scale magnetometry will be especially evaluated.

At a minimum, the contractor shall have a magnetic multi-sensor system with at least 10 gradiometers, an all-terrain recording vehicle (ATV) and a GNSS-RTK data mapping system.

Due to the complexity of processing large amounts of data, the contractor must provide adequate computer infrastructure, software solutions and a sufficient number of professional staff to process and interpret the results within the set deadline.

4.9. Location:

Village of Dalj, Municipality of Erdut, Osijek-Baranja County, Croatia

4.10. Deadline for delivery/execution of the subject of purchase:

3 days for surveying / 30 days for data processing and report preparation.

5. CRITERIA FOR SELECTING AN ECONOMIC ENTITY (GROUNDS FOR EXCLUSION AND CONDITIONS OF ABILITY)

The contracting authority shall reject the bid of a bidder who does not meet the condition of impunity, settled tax liabilities, and the ability to perform professional activities.

For this purpose, bidders are obliged to provide evidence of the non-existence of:

Grounds for exclusion of an economic operator:

1. A statement of no criminal record provided by a person authorized to represent (**Attachment 3**), which is an integral part of this Call for Tender.
2. Statement on the absence of tax debt (**Attachment 4**), which is an integral part of this Call for Tender.

Evidence of ability

3. Statement of registration for the performance of professional activity on the form (**Attachment 5**) which is an integral part of this Call for Tender.

6. CONTENT AND METHOD OF MAKING THE OFFER

When making an offer, the bidder must comply with all requirements and conditions from this Call. The Contracting Authority will not accept an offer that does not meet the requirements and conditions related to the subject of procurement in this Call.

Alternative offers (offer variants) are not allowed.

The offer is made in Croatian or English and in the Latin script, using only the proposed forms (attachments) from this Call.

All other documentations attached to the offer must be in Croatian or English. All documents that are not written in Croatian or English must be translated into Croatian or English.

Exceptionally, it is possible to list certain words, names, concepts, etc. in a foreign language and use an internationally recognized expression, i.e. the so-called internationalisms, other people's words and adaptations, which do not affect the comprehensibility of the offer.

The bidder will submit its bid on the form (Attachment 1), which is an integral part of this Call for Bids with the required attachments (2,3,4,5), to the following e-mail address: pdolezalova@hazu.hr

The deadline for the delivery of offer: May 8, 2025, by 12:00 p.m.

The bidder submits a bid with a price expressed in euros, excluding value added tax. The price of the offer is written in numbers.

The price of the bid is expressed for the entire subject of procurement based on the Cost Sheet. The price of the offer includes all costs and discounts without VAT.

The offer shall be submitted either in Croatian or English.

The Contracting Authority will conduct the opening of offers after the deadline for the submission of offer has expired.

The opening and review of offers will be carried out by members of the Contracting Authority's expert committee.

The opening of offer is not public.

7. OFFER VALIDITY PERIOD

The validity period of the offer is at least thirty days (30) from the expiration of the deadline for the delivery of offers.

The offer is binding on the bidder until the offer expires, and at the request of the Contracting Authority, the bidder can extend the offer's validity period.

8. CRITERIA FOR SELECTING THE OFFER

The criterion for selecting the offer is the lowest price with the obligation to fulfil all conditions and requirements of this Call and its attachments. If two or more valid offers are equally ranked according to the offer selection criteria, the Contracting Authority will choose the offer that was received earlier.

9. SELECTION OF OFFERS

The Contracting Authority will deliver the Notice on the selection or cancellation of the procurement procedure no later than 30 days after the expiration of the deadline for the submission of offers.

10. CONTRACTING METHOD

The Contracting Authority will conclude the written contract or deliver an order form.

11. DEADLINE, METHOD AND TERMS OF PAYMENT

Payment will be made based on a valid electronic invoice that contains all the necessary legal elements, to the IBAN account of the selected bidder, within 30 days from the date of receipt of the correct invoice.

The invoice is submitted for payment electronically, in accordance with Directive 2014/55/EU of the European Parliament and the Council and Croatian legislation, according to which the Contracting Authority is obliged to receive and process only electronic invoices from July 1, 2019.

12. APPEALS

Appeals are not allowed on the simple procurement procedure or on the selection of the bidder.

Expert Committee for Public
Procurement
CROATIAN ACADEMY OF SCIENCES
AND ARTS

ATTACHMENTS:

1. Offer Sheet
2. Cost Sheet
3. Statement of no criminal record
4. Statement of the absence of tax debt
5. Statement of registration for the performance of professional activity