



KRIŽEVCI DEVELOPMENT CENTER AND TECHNOLOGY PARK  
DC.1.1.05-0028  
DEVELOPMENT CENTER  
AND TECHNOLOGY PARK  
KRIŽEVCI



In accordance with the implementation of the Development Center and Technology Park project, the Contract on establishing the right to build no. 107/2009 CLASS: 940-06/03-07/06 of 30 April, 2009, concluded between the Republic of Croatia and the City of Križevci, and pursuant to Article 48, Par. 1, Item 5, of the Act on Local and Regional Self-Government ("The Official Gazette", number 33/01, 60/01, 129/05, 109/07, 125/08, 36/09, 150/11, 144/12, 19/13, 137/15), the mayor of the City of Križevci invites the:

## **PUBLIC TENDER for the lease of business space**

in the facilities of the Development Center and Technology Park, on Ulica Franje Tuđmana bb

### **Preamble**

#### **Item I.**

The City of Križevci is the bearer of the project for the "Križevci Development Center and Technology Park" (hereinafter DC and TP), which is co-financed by the European Union through the Grant Plan for Business Infrastructure within the Operational Program for Regional Competitiveness 2007-2013.

DC and TP will enable small and medium-sized entrepreneurs to use the business spaces and various services to improve and develop their business operations. It is focused on improving entrepreneurship and stimulating research, development and innovations in small and medium-sized technology companies by specialization in the following sectors:

1. ***food***
2. ***metal processing***
3. ***wood processing***
4. ***the ICT industry***

### **Subject of Competition**

#### **Item II.**

The subject of the competition is the lease of business space in the DC and TP for offices, production plants, laboratories, warehouses, coworking spaces and similar activities. Based on the intended purpose, the space is divided in two parts:

1. **Business space** in Building E with the total area of 3,175 m<sup>2</sup>, which are intended for office operations, various forms of business counseling and services connected with it, and exhibition - sales and catering activity
  - **one or more offices can be leased (one room - office is an indivisible whole that can be used by one bidder)**
  - **a map on which the numbers of the spaces with the surface area and the**



Investment in future  
Project co-financed by the European Union from the European Regional Development Fund

*intended purpose of the space is provided in the bidding documents.*

2. **Production - business space** in the Buildings A, B, C and D, with the surface area per structure:

- a. **Structure A = 1,331.61 m<sup>2</sup>**
- b. **Structure B = 1,328.11 m<sup>2</sup>**
- c. **Structure C = 1,328.11 m<sup>2</sup>**
- d. **Structure D = 1,331.61 m<sup>2</sup>**

are intended for the production activities stated in Item I. and for establishing production plants, laboratories, warehouses, etc.

The spaces in the structures A, B, C, and D are comprised of modules that have all of the required infrastructure installations to which users can connect. The user must carry out the internal distribution and organization of the spaces in accordance with the specific requirements of his activity.

The surface area of the **production** module is 80 m<sup>2</sup>. The user can participate in the competition for several modules, providing that one module makes an indivisible whole.

- **A map on which the numbers of the spaces with the surface area and the intended purpose of each space is provided in the bidding documents.**

### **Terms of Competition**

#### **Item III.**

The competition will be carried out by the closed bid system.

The term for submitting a bid under the tender is 15 days from the day of publication on the website of the City of Križevci. The date of publication of the tender is **1 August 2016**.

Within the period of five days from the last day for submitting of bids, bidders will be invited for an interview by mail. The bidder will be advised of the results of the tender within the period of 20 days from the last day for the submission of bids.

Under the tender the business spaces are available for lease for a minimum of three years. An agreement will be concluded separately for each individual lessee.

The price of the lease will 16 kunas per m<sup>2</sup>/monthly. Overhead, the costs for energy and all other expenses that are a result of using the spaces are to be covered by the lessee of that space.

After signing the contract, the lessee may arrange the space according to his specific needs and he must obtain the necessary licenses for performing that activity.

#### **Item IV.**

### **Acceptable Bidders**

Acceptable bidders are physical and legal persons who intend to perform an activity in accordance with the project of the Development Center and Technology Park, which have no debts regarding public dues (tax, surtax, contribution, etc.), about which they must submit the proof.

The acceptable bidders whose activity, per production/business modules (buildings A, B, C, D), are connected with the following sectors, and in the order as they are stated:



1. **food**
2. **metal processing**
3. **wood processing**
4. **ICT sector**
5. **and other logistic activities that are in accordance with the project and activity of DC&TP and the companies active within them**

#### **Item V.**

#### **Content of Tender**

The right of participation in the tender is open to all the legal and physical persons that deliver documentation with the following content:

1. A completed Form A from the tender documents - a request for the space (building, module designation, total surface area)
2. Excerpt from the court register
3. Physical person - a photocopy of the craftsman's license and identity card
4. A certification by the tax administration on the absence of debt from taxes and contributions
5. A completed Form B from the tender documents - Statement of Authenticity
6. The filled in form C from the bidding documents - Statement that no criminal proceedings are under way against the bidder
7. BON 2 (*solvency information*)
8. GFI POD (*annual financial information*) for the last business year

The City of Križevci reserves the right to cancel the tender without explanation, i.e. not to accept any bid, and it shall not responsible for any possible damages from that cancellation.

#### **Item VI.**

#### **Selection Criteria**

All received bids will be evaluated on the following basis:

- A bidder must be an acceptable bidder
- The ranking of bidders by sectors (belonging to the required sectors)
- Appraisal of a tender regarding compliance with the goals of DC and TP (Item I., Paragraph Two)
- Interview with the bidder
- Selection of the bidder

All the bidders will be advised about the selection in writing.

A contract on lease of the business space will be concluded with Križevci Entrepreneurship Center Ltd.

The tender for the lease of business space in the Development Center and Technology Park is available on the webpage of the City of Križevci, at <http://www.krizevci.hr>, <http://uprava.krizevci.hr>, and on the webpage of the Križevci Entrepreneurship Center Ltd, <http://www.kpc.hr>.



### **Item VII.**

The application to the tender for the lease of the business spaces must be delivered in a sealed envelope with the designation: NATJEČAJ ZA POSLOVNI PROSTOR - RC I TP (*TENDER FOR BUSINESS SPACE - DC AND TP*) to the address City of Križevci, UO za gospodarstvo i financije (*Management Board for Economy and Finance*), I.Z. Dijankovečkoga 12, 48260 Križevci.

All details and additional information regarding the possibility of applying for the tender may be obtained on every working day from 8.00 a.m. - 3.00 p.m. by contacting the Chief for the Economy and Finances, Darko Masnec; by contacting the headquarters of Križevci Entrepreneurship Center Ltd., by calling 048/628-943 or 628-963, or by sending an e-mail to [financije@krizevci.hr](mailto:financije@krizevci.hr) or [info@kpc.hr](mailto:info@kpc.hr).

