

## Minutes of Site Visit and Clarification Meeting

### A. Introduction

Hrvatske vode, Ulica grada Vukovara 220, HR - 10000 Zagreb is acting as the Contracting Authority (CA) and will implement the Project and manage this Contract by undertaking the role of the Employer according to the FIDIC Conditions of Contract.

The End Recipient of the Community funding is Rad d.o.o. Drniš, a limited liability utility company for water supply, sewerage and waste water treatment in the ownership of the local self-government units. The relationships between the End Recipient and Hrvatske vode (Contracting Authority/Employer/Final Beneficiary) will be regulated by a special contract.

The day to day project management will be performed by a Project Manager, appointed among the staff of Hrvatske Vode, with the assistance of the End recipient.

**Please be informed that the Minutes of Site Visit and Clarification Meeting will not necessarily reproduce the answers that were orally given to the questions raised during the clarification meeting, but the answers that should have been given to those questions.**

### B. Site Visit

The Site Visit for the abovementioned project was a one day event. The Site Visit commenced at 12:00 hrs on 25 February 2010, when interested parties were enabled to visit the future construction site that is related to the implementation of construction works for the Water Supply and Sewerage System in the municipality of Drniš. The Head of the Unit for Preparation and Implementation of Projects co-financed by the EU Funds within Hrvatske vode, Mr. Kartelo, welcomed the attendees and emphasized the purpose and importance of the visit to the route of the future water supply and sewerage system since this is the opportunity to get acquainted with physical conditions at the future construction site. He also mentioned that the language of the procedure was English and that all communication had to be conducted in English language. Any additional question should be answered at the Clarification Meeting to be held at the smaller Town Hall auditorium.

After signing the List of Participants on the premises of Grad Drniš the attendees were informed about all important organizational aspects of the Site Visit.

At 12:30 hrs, the participants, led by the General Manager of the Utility Company, Mr. Jakelić, started the visit to the existing and future planned route of the water supply and sewerage pipelines. The site visit started from the premises of the Town Drniš and continued through the streets of Kralj Zvonimir and Kardinal Utješinović to the highest elevation of the constructed faecal and storm sewer network, after which the visit went on by going through the streets of 142. Brigada and Domovinski rat down to the spot where the faecal collector crosses the stream Trzbalićevac. On the way back to the premises of the Town Drniš, there was a stop near the place where parts of the network cross over a bridge.

The Site Visit finished at 13:15 hrs and the participants were asked to provide questions they might have in the written form and hand them over to the representatives of Hrvatske vode at the end of the Clarification Meeting that would commence at 14:00 hrs on the same day at the smaller Drniš Town Hall auditorium.

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### C. Clarification Meeting

The Clarification Meeting commenced at 14:00 hrs at the smaller Drniš Town Hall auditorium. The Head of the Unit for Preparation and Implementation of Projects co-financed by the EU Funds within Hrvatske vode, Mr. Kartelo, welcomed the attendees and briefly introduced himself and explained the management structure for this Project.

Mr. Kartelo particularly thanked the Mayor for the hospitality in the City Hall and gave him the floor. The Mayor of Drniš, Mr. Dželalija, welcomed all attendees and briefly informed them about the importance of the project for the City and its surroundings. He also stressed that the City supported the Project and wished the attendees good luck in the competition with the aim of getting the best quality of construction works.

Mr. Kartelo informed the attendees that Hrvatske vode would act as the Contracting Authority and would be assisted by Rad d.o.o. Drniš and the City of Drniš. He also said that it was the local open tender procedure according to the EU PRAG procedures. Following that, he introduced Mr. Dihlmann, the representative of the Delegation of the European Union to the Republic of Croatia, and mentioned that the whole meeting would be audio-recorded.

Mr. Kartelo stated that the meeting would be conducted in English as that is the language of the procedure. He informed the participants that the Minutes of the Site Visit and Clarification Meeting would be published on the "EuropeAid" web site

<https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome> and the Hrvatske vode web site (<http://www.voda.hr/IPA>) as advised in the Procurement Notice, and asked for the delivery of all questions in writing to avoid misinterpretation or omission of questions during the preparation of the Minutes. Also, any additional question that participants and other interested parties might have could be submitted to Hrvatske vode, the Unit for Preparation and Implementation of Projects Co-financed by the EU Funds, in written form in English language until 21 days before the tender submission deadline either to the fax number +385 1 6307 686 or in electronic version to the e-mail address [ipa@voda.hr](mailto:ipa@voda.hr). He emphasized that everyone had to fill in the required information from the List of the Participants, which would be published on the mentioned web sites.

The attendees were informed that the works contract "CONSTRUCTION OF WATER SUPPLY AND SEWERAGE SYSTEM" included construction and reconstruction of water infrastructure in accordance with FIDIC Conditions of Contract (Red Book). The works consist of: a) water supply – reconstruction of the water supply network in length of 4,6 km, and b) waste water – reconstruction of sewer network in length of 7,9 km, map and clean of 1,4 km of sewers.

It was pointed out that the Tenderers should scrutinize the entire Tender Dossier which consists of 5 Volumes including the General and Particular Conditions of the FIDIC Red Book Contract as well as the Technical specifications. In addition the importance of the Instructions to Tenderers given in Volume 1, Section 1 of the Tender Dossier was emphasized, since the majority of disqualifications derive from inaccurate adherence to the requirements stipulated in these provisions.

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The importance of the Evaluation Grids, which can be found in Volume 1 (Instruction to Tenderers) of the Tender Dossier, was emphasised because all offers would be evaluated on the basis of these Grids. The Tenderers should not fill in the Evaluation Grids themselves, since they would be used by the Evaluation Committee during the evaluation only; they should, however, be used as a tool for controlling the quality of the offer.

Mr. Kartelo asked the Consultants, Designers, representatives of Hrvatske vode and Rad d.o.o. to state their functions to the potential Tenderers.

The participants were asked to put questions and to provide all questions in written form and hand them over to the representatives of Hrvatske vode at the end of the meeting if they want those questions and answers to become an integral part of the Minutes.

The List of participants of the Site Visit and Clarification Meeting is enclosed with this document.

### D. Discussion

There was some discussion about the technical issues which after all are included in the following ten questions which were submitted in written form.

**Q1:** In following drawings is not specified **length** of Double flanged pieces, so it is almost impossible to calculate exact price for installations in this chambers. Tenderers can assume the length of this pieces, but in Tender dossier (BoQ, Drawings, Technical specifications,...), must be specified all the necessary information.

Drawings: **V5-D-W-7.1., V5-D-W-7.2., V5-D-W-8.1., V5-D-W-8.2., V5-D-W-10.**

**A1:** It is obligation of the Contractor to make detailed design according to those drawings, on site conditions and in agreement with competent services. Please see VOLUME 3 - TECHNICAL SPECIFICATIONS, PART 1/3, chapter 3.1.2 Detailed design and programme.

**Q2:** In BoQ for **Water Supply**, item **6.Service Connections, subitem 6.1 Reconstruction and execution of new service connections ...**, there is no information about how many Water meter pits are inside private property and how many outside it. Where we can see this information?

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**A2:** Exact locations of metering pits shall be assessed during the network rehabilitation works. Please see Volume 3 - TECHNICAL SPECIFICATIONS, PART 1/3, chapter 3.2.1 Water meter pits and connection.

**Q3:** Do we need authorization for the signer if the offers offer signed by the legal representative - Director of the company, which is evident from the statement from the court register?

**A3:** Yes, please see Volume 1, Instructions to tenderers, clause 11.1.2.

**Q4:** Is the point of 12.1.11. sufficient statement of the bidder will use materials and equipment that dates from the EU?

**A4:** The relevant text under Volume 1, Section 1, Clause 12.1.11 reads: "Tenderers must provide an undertaking signed by their representative certifying their compliance with this requirement." Reference is made to Form 4.6.9.1.

**Q5:** Must value of the same or similar work be more or same than value of work from the offered tenders?

**A5:**

Assuming that question refers to foot note 2 in table in Volume 1, Instructions to Tenderers, Clause 12.2, (6), pages 14, the answer is as follows:  
Only foot note 2 applies.

**Q6:** What document is valid as proof of the reference projects, key personnel?

**A6:** Reference is made to Form 4.6.4 and Form 4.6.1.3 and the request to attach reference certificates from the relevant contracting authorities.

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**Q7:** Do the financial statements of the bidder may be in the national currency kunas?

**A7:** No. Reference is made to Volume 1, Section 1, Clause 12.1.7 and 7 and related Form 4.4. The latter states: "Please provide all of the information required by this form in Euro (EUR) equivalent."

**Q8:** Do each of the completed two projects for water supply, and three for individual sewage systems must be built in the length of 3 km or 5 km?

**A8:** Yes, according to minimum qualifying criteria stated in Volume 1, -Instructions to Tenderers, Clause 12.2 (3), (4) and (6), each of 2 construction projects comprising construction of water supply system must be built in the length of at least 3 km and each of 2 construction projects comprising construction of sewerage system must be built in the length of at least 5 km.

**Q9:** Remote reading frequency- Radio data

In tender documentation you have put frequency 433 Mhz. According to OMS (Open metering System Specification) and EN 13753-4 frequency which is planned for Croatia and complete European market is 868 Mhz?

**A9:** The correct frequency is 868 MHz, as stated in the Corrigendum No.1 of the Tender Dossier, Volume 3 Technical Specifications, part 1/3, clauses 3.2.2. and 3.2.3.

**Q10:** Water meters with radio modules

You have planned, in tender documentation dry type of water meters which are not usual on Croatian market or in Drniš water-works. So for reason of unification and easier maintenance of new and old meters, we suggest you to allow also the wet type of water meters, which are typical for this market?

**A10:** Referring to this question please see Corrigendum No.1

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### E. Conclusion

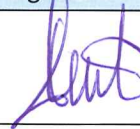


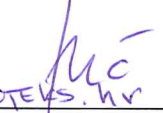



When there were no more questions to be answered at the meeting, Mr. Kartelo instructed the Tenderers to send all questions they might have after the meeting as well as any further requests for explanation by fax or e-mail as soon as possible and no later than indicated in the instructions to tenderers.

The questions may be sent by e-mail to: [ipa@voda.hr](mailto:ipa@voda.hr) or by fax to: +385 1 6307 686.

The Clarification meeting was closed at 15:15 hrs (local time).






Site Visit and Clarification Meeting - 25<sup>th</sup> February 2010

List of participants of the Site Visit

No	Company name	Name of participant	Address	Phone	Fax	E - mail	Signature
1	VODOTEHNIKA d.o.o.	MATO BUTURAC	KOTURVAŠKA 49 ZAGREB	01/6165916	01/6165960	DAVOR.ZALAC@ VODOTEHNIKA.HR	
2	ECOS	IVAN PERLIĆ	ŠKORPIKOVA 22 ZAGREB	01/3795999	01/3795940	ipevlic@ecos. hr	
3	MONTRONITKA d.o.o. ZAGREB	FRIDRIJAN TREŠČEC	BAKITNICA ZAGREB	01/6168767	01/6168825	F.TREŠČEC@ MONTRONITKA-HR	
4	OSIDEK KOTJEKS d.o.o.	MIRJANA ČEKOL	ZAVRNIČA 17 ZAGREB	01/6055610	01/6055868	MC mccokol@osidek-kotjeks.hr	
5	ALPINE BAU GMBH, PODUZETNIK ZAGREB	Blanko Bajan	ZAVRNIČA 17 ZAGREB	01/5392214	01/6055609	bbj@aufalpine.hr	
6	MIAB	ANTONIO BULIĆ	VELIMIRA ŠKOLPIK 13B, ŠIBENIK	022/321311	022/321310	miab.direktor@si. t-com.hr	
7	BORKIL	DARINO ZUBČIĆ	SPLITSKA 4 ŠIBENIK	098/870-860	022/200-497 022/213-727	Borkil @ SI.T-com.hr	

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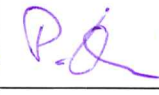


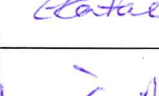

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No	Company name	Name of participant	Address	Phone	Fax	E - mail	Signature
8	ČIGRA KOP d.o.o. ŠIBENIK	MATE BELAKUŠIĆ	ŠIBENIK 113. ŠIBENSKO BRIG. 241C	0913368387 022 334 181	022 334 186	mate@cipke-kop.hr	
9	GRATIS DRMT	GRIZANA OŠVIĆ	Trg kraljica Tomislava DRNIŠ	022/88888	022 888831	grizana@drmt.hr @grmail.com	
10	CETINA d.o.o. ZADAR	ZDRIĆ MARKO	M. BUHANA 25	021/400 - 5700	021/221 - 277	TEHNIČARSKO (O) CETINA.NIP.HR	
11	VODOINSTALACIJA d.o.o. ZADAR	DMOR JURJANIĆ	ACI VUKA BARCA 3/A	023/ 244-880	023/ 244-881	vodainstalacije @zd.t-com.hr	
12	VODOPRIVREDA NOVA	DAVOR ČERŠGANIĆ	UL. KRAJA ZVONIMIRA 97	099 6002929	-	VODOPRIVREDA. NOVA @HR	
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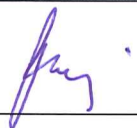

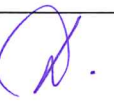


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No	Company name	Name of participant	Address	Phone	Fax	E - mail	Signature
15	HRVATSKE VODE	ROBERT KARPO	MIKOVANCA 220	6307 337		rkarp@voda.hr	
16	HRVATSKE VODE	Petar Peros	VUKOVARSKA 220	6307 673	01/6307 688	petar.peros@voda.hr	
17	EUD	Peter Diklmann	Trg zrtava fasizna 6, 26	01-4896 - 575	- 555	peter.diklmann @ec.europa.eu	
18	ARSUWAX	Albert Dekker	Zavod 135 Tinjani	098 332557	-	albert.dekker@ arsuwax.com	
19	HRVATSKE VODE	Jasmina tegnjehi-Kunt	Vukovarska 220, 26	01/6307 307	-	jasmina@ voda.hr	
20	INFRA PROJEKT SPUT	ECIS KATALINIĆ	VUKOVARSKA 148 SPRIT	021/453 550	021/453 551	ekatalinic@ infraprojekt-st.hr	
21	KROVATSKE VODE VGO SPUT	IVAN ČABIJA	VUKOVARSKA 357 SPUT	021 303 450	021 303 456	ivan.cabija@voda.hr	






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No	Company name	Name of participant	Address	Phone	Fax	E - mail	Signature
22	IKOM d.o.o.	Dražen Požgaj	Kovinska 4 10090 Zagreb	01 3900803	01 3900802	drazen.pozgaj@ ikom-mjesila.hr	
23	VODOPRIVREDA SPLIT d.d.	PERO VATAJUK	Solin, Dob. F. Bouda 171	0994 246231 021/246231	021 217598	vodoprivreda@ vodoprivreda-split.hr	
24	JBUNINO d.d.	Marko Jeno	Nikoljević (ul. 33) 49000 Osijek	049/374111	049/374100	marko.jeno@ jbunino.hr	
25	I.N. GRADUJA	Ivan Nikolić	Nikolići 37 21257 Lovre	031/2610163	021/315-591	ivan.gradujic@ emas-t.com	
26	AQUATERM d.o.o.	Denis Fakin	PRIMORSKA 28 47000 Koprivnica	047/416-220	047/631-440	denis.fakin@ aquaterm.hr	
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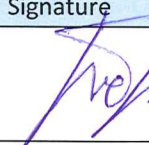
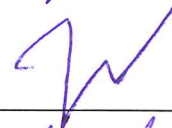


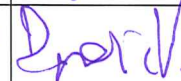
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No	Company name	Name of participant	Address	Phone	Fax	E - mail	Signature
29	RAD d.o.o.	Davor Jakelić	S. Radica 69 DRNIŠ	022/288-154	288-154	davor.jakelic@yahoo.com	
30	HITV STUDIO ŠIBENIK	HRVOJE GUNJAČA	P. GRUBIŠIĆA 2	022/445344	445359	hgunjaca@hrt.hr	
31	VIADUKI d.d. ZAGREB	ROBERT VUKELIĆ	KRANJEVIĆEVA 2, ZAGREB	091/4410409	01/3032888	robert.vukelic@viadukt.hr	
32	STUBA PROJEKT Doo	MILANRO NIZOLIT	VRH VIŠKOP 73. 21000 SPLIT	0995455555	021473764		
33	RAD d.o.o.	TOMISLAV GARIĆ	S. RADICA 69 DRNIŠ	088/336 407	022 886 701	rad@st.t-com.hr	
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No	Company name	Name of participant	Address	Phone	Fax	E - mail	Signature
36	CESTAR d.o.o.	NEŠIJKO BABIĆ	TRŠĆANJAN	021 492 708	021 492 796	NešijkoBabic@gmail.com	
37	ASFALTA CESTA d.o.o.	SINIĆA ŽELIĆIĆ	PETRAVIČEVA 23	021 543 135	021 543 125	info@asfaltnecesta.hr	
38	DURKIN d.o.o.	IVES NOVAK	BRATE GRAYERI ČARAKIĆ	040/379-000	040/379-028	ives.novak@djukin.com	
39	DVA MARKA d.o.o.	IVAH KEDIĆ	PUT GVOZDARNA br 351 SIBIRIĆ	022-334192	022-340748	ivah.kedice@ dva-traz.hr	
40	FILIPS d.o.o. VODICE	VENČEK BENIĆ	VODICE b7	022/444323	022/444325	filips@fi.p-com.hr	
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42							

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No	Company name	Name of participant	Address	Phone	Fax	E - mail	Signature
43	Winn 4.0.0	Željko Šipčić	10010 Zagreb Draškovićeva 1a	01/5622200	01/5622200	info@win.hr	
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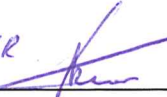

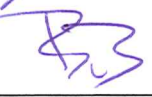
WATER SUPPLY AND SEWERAGE IMPROVEMENTS AND CONSTRUCTION OF WASTE WATER TREATMENT PLANT IN THE MUNICIPALITY OF DRNIŠ

CONSTRUCTION OF WATER SUPPLY AND SEWERAGE SYSTEM

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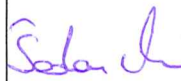


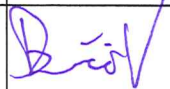

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No	Company name	Name of participant	Address	Phone	Fax	E - mail	Signature
1	HRVATSKE VODE	RETAR PEROS	ULJAKOVA 220	01/6307670	01/6302688	retar.pero3@voda.hr	
2	POVIŠTAŠTA TRŠČEC	FRIGIJAN TRŠČEC	ŽALTIČKA 2 ZG	01/6168762	01/6168825	F.TRŠČEC@ POVIŠTAŠTA.HR	
3	VODOINSTALACIJA d.o.o. ZADAR	DINO JURČEVIĆ	A. BARČA 3A	023/244-880	023/ 244-881	vodoinstalacija @zd.t-com.hr	
4	ALPINE PAVIŠTA POVIŠTAŠTA ZG	BLANKA BENJAN	ZALTIČKA 17 ZG	01/5392214	01/6055609	bjan@ alpine.hr	
5							
6							
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8	CESTAR d.o.o.	MARIN ŠODAN	TRŠČANSKA 1	021/492-737	021/492-795	marinsodan@gmail.com	
9	VODOTEHNIKA D.D.	AUTE JURIC	KOTURAŠKA 49 ZAGREB	021/330-998	021/330-471	A.JURIC@ST.T-COIT.HR	
10	CETINA d.o.o. SIND	MARKO ZORIC	M. BULJANA 35	021/221-522	021/221- 977	TEHNIČKARU ZBA@CETINA. VIP.HR	
11	FILIPS d.o.o.	VELIBOR BUJIC	Vomacih VODICE	022/444323	022/444325		
12	EGOS TRGOVINA d.o.o.	IVAN PERLIĆ	ŠKORPIKOVA 22 ZAGREB	01/3795999	01/3795923	i.perlic@ecos.hr	
13							
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15	CESTAR d.o.o.	NEĐILKO PARIĆ	TRŠČANSKA 1 SPIT	021 492 708	492 796	NEĐILKO.PARIC@ gmail.com	
16	VODOPRIVREDA SPLIT dd	PERO YATAVUK	SOLIN, DOUT. BULIĆA 17A	021 246-231	021 217 598	vodoprivreda@ vodoprivreda-split.hr	
17	VODOTEHNIKA d.o. ZAGREB	MATO BUTURAC	KOTURAKA 4S	01/6165316	01/6165360	DAVOR.ZALAC @ VODOTEHNIKA.HR	
18	VODOPRIVREDA SPLIT	BRANKO CIZIN	SOLIN KOTURAKA 17A	021 246 226	021 217 598	VODOPRIVREDA VODOPRIVREDA SPLIT	
19	OSIJEK WOTERS d.d.	MIRJANA ČEKOL	ZAJETNICA 17 ZAGREB	01/6055 610	01/6055 868	mcekol@osijek-woters.hr	
20	AQUATERM d.o.o.	FAKIN DENIS	PRIMORSKA 28 KAPLOVAC	047/416-220	047/631-440	denis.fakin @ aquaterm.hr	
21							



WATER SUPPLY AND SEWERAGE IMPROVEMENTS AND CONSTRUCTION OF WASTE WATER TREATMENT PLANT IN THE MUNICIPALITY OF DRNIŠ

CONSTRUCTION OF WATER SUPPLY AND SEWERAGE SYSTEM

EuropeAid/128848/M/WKS/HR

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No	Company name	Name of participant	Address	Phone	Fax	E - mail	Signature
22	Građi Društvo	Čiprozoldova Olivera	Trg Traga Tereniška Drniš	022 888834	022 888831	grodolova.cipr @gmaeil.aer	
23	Truštvo odu	Jasmina Fajdetic-Kimul	Vukovarska 740, Zagreb	01 / 6307 307	—	fajdetic @joda.hr	
24	CESTAR Splic	Svenka Lulija	Trstanska 1 Splic	021 / 422 213	021 / 486 003	svenka@uluc@ihet.hr	
25	CESTAR	Katarina Čičura	Trstanska 1	021 / 492-710	021 / 486-003	katarina@cestar.hr	
26	LEDINANO d.d.	Željko Beroš	Titov put 433 Krapina	029 / 374 111	029 374100		
27	MIAB d.o.o.	ANTONIO Burić	Velimira Škocića 13B, SIBENIK	022 / 311311	022 / 311310	miab.direktor@si. +com.hr	
28	DURKIN d.o.o.	Mladen Roškar	EXPOZEE BRATJE GRABER 1	040 / 319-000	040 / 319-028	MES. NOVACE DURKIN. CCH	






WATER SUPPLY AND SEWERAGE IMPROVEMENTS AND CONSTRUCTION OF WASTE WATER TREATMENT PLANT IN THE MUNICIPALITY OF DRNIŠ

CONSTRUCTION OF WATER SUPPLY AND SEWERAGE SYSTEM

EuropeAid/128848/M/WKS/HR


Site Visit and Clarification Meeting - 25<sup>th</sup> February 2010

List of participants of the Clarification Meeting

No	Company name	Name of participant	Address	Phone	Fax	E - mail	Signature
29	HRVATICE VODE	ROBERT KAPTELO	VUKOVARSKA 260	6307 333		rkaptelo@vode.hr	
30	ARSUVAX	Albert Deleker	Zavod 135	098-332557		Albert.deleker@arsuvax.com	
31	EUD	Peter Dohlmann	Trg Žrtava fašizma 6 10000 ZAGREB	21-4896-575	- 555	peto.dohlman@ec.europa.eu	
32	INFRA PROJEKT SPLIT	ELIS KATALINIĆ	VUKOVARSKA 148 SPLIT	021-453-556	021-453-557	ekatalinica@infraprojekt-split.hr	
33	HRVATICE VODE VGD SPLIT	IVAN ZARIJA	VUKOVARSKA ST, SPLIT	021-308-450	021-308-465	ivan.zarija@vode.hr	
34							
35							

Site Visit and Clarification Meeting - 25<sup>th</sup> February 2010

List of participants of the Clarification Meeting

No	Company name	Name of participant	Address	Phone	Fax	E - mail	Signature
36	KOM ZAGREB	SINIŠA POSAVEC	RUBIŠNA CESTA 233	012404230	012404-279	sinisa.posavec @zgt-com.hr	
37							
38							
39							
40							
41							
42							