



2 Jovana Marinovića St., 11040 Belgrade, Serbia, Tel: 381 11 2053-830; Fax: 381 11 2645-042
e-mail: public@rfzo.rs TIN. 101288707 Company Registration Number: 06042945 Account Number: 840-26650-09

08/5 number: 404-1-42/20-5
15 July 2020

INVITATION TO BID

1. **Contracting Authority (CA):** National Health Insurance Fund
2. **CA's Address:** 2 Jovana Marinovića St., Belgrade
3. **CA's web address:** www.javnenabavke.rfzo.rs
4. **Type of CA:** Mandatory social security organization
5. **Type of Procedure:** open procedure
6. **Type of goods:** service
7. **Description of scope of procurement, name and designation in Common Procurement Vocabulary (CPV):**
Establishment of an information system for the implementation of instructions for managing the financing of health care and control of treatment costs of insured persons of the NHIF in primary, secondary and tertiary health care, unified goods and material accounting with automated process from ordering, approval to entry of invoices with accompanying documentation –NHIF new financial system).

72262000- Software development services, 48620000- Operating systems, 72210000- Software package programming services, 72266000- Software consultancy services.
8. **Number of lots:** This public procurement is not divided in lots.
9. **Criterion, criterion elements for contract award:** lowest offered price.
10. **Method of collection of tender documents:** tender documents may be downloaded from the Public Procurement portal and the CA's web address www.javnenabavke.rfzo.rs.
11. **Method of bid submission and deadline for bid submission:**
 - Bidders shall submit their bids to the CA by mail or directly.
 - Bidders shall file their bids in a closed envelope or a box so as to ensure that during the bid opening procedure it may be verified that an envelope or a box is being opened for the first time.
 - An envelope or a box containing a bid must be labelled as follows: "BID FOR PUBLIC PROCUREMENT OF THE SERVICE FOR ESTABLISHMENT OF AN INFORMATION SYSTEM FOR THE IMPLEMENTATION OF INSTRUCTIONS FOR MANAGING THE FINANCING OF HEALTH CARE AND CONTROL OF TREATMENT COSTS OF INSURED PERSONS OF THE NHIF IN PRIMARY, SECONDARY AND TERTIARY HEALTH CARE, UNIFIED GOODS AND MATERIAL ACCOUNTING WITH AUTOMATED PROCESS FROM ORDERING, APPROVAL TO ENTRY OF INVOICES WITH ACCOMPANYING DOCUMENTATION –NHIF NEW FINANCIAL SYSTEM), public procurement no. 404-1-208/20-35, - DO NOT OPEN".
 - Bidders shall indicate their address, phone number and responsible persons at the back of the

envelope or box.

- Bids must be submitted to the address of the National Health Insurance Fund, 2 Jovana Marinovića St., Belgrade – to the registry office, Monday-Friday from 07:30 until 15:30.
- The timely submission of bids entails their reception by the CA on **04 August 2020 at 11:30** at the latest, whatever the method of submission.

12. Place, time and method of bid opening:

- Bids will be opened on **04 August 2020** at 12:00 [noon] in the premises of the Contracting Authority in Belgrade, 2 Jovana Marinovića St.
- Bids shall be opened in the order received/registered by the CA.

13. Requirements to be met by bidders' representatives for participation in bid opening procedure:

- Bidders' representatives who choose to attend the session of public bid opening shall present to the CA's Committee their authorizations for the participation in the session.
- Authorized representatives of bidders participating in bid opening sessions are entitled to inspect the data from a bid that is recorded in the report on bid opening procedure and make remarks on the bid opening procedure.

14. Deadline for adoption of the decision: 25 days from the bid opening, except for exceptional justified circumstances when the deadline for decision adoption could be extended to 40 days from the day of bid opening.

15. Contact Person: Jelena Cvetković,

- by mail to: 2 Jovana Marinovića St., Belgrade
- by e-mail to: jelena.cvetkovic@rfzo.rs
- The working hours of the National Health Insurance Fund are from 07:30 until 15:30, Monday-Friday.

PUBLIC PROCUREMENT COMMITTEE