

08/2 број:404-1-63/14-6
06.08.2014.

INVITATION TO BID

1. **Contracting Authority (CA): Serbian Health Insurance Fund**
2. **CA's Address: 2 Jovana Marinovića St.**
3. **CA's web address: www.rfzo.rs**
4. **Type of CA: Healthcare**

The Serbian Health Insurance Fund is obliged to conduct the public procurement procedure for dialysis materials – common material for all types of dialysis machines (dialysis concentrate, needles and saline), for the period of one year, pursuant to Article 17a of the Ordinance of the Government of the Republic of Serbia on planning and types of goods and services subject to centralized public procurement ("Official Gazette of the Republic of Serbia", No. 029/2013, 049/2013, 51/2013-as amended and 86/2013), for the purposes of healthcare institutions with which the Serbian Health Insurance Fund has entered into agreement on provision of healthcare services.

Type of Procedure: open procedure

5. Type of goods: goods

6. Description of scope of procurement, name and designation in Common Procurement Vocabulary (CPV):

The scope of public procurement includes dialysis materials – common material for all types of dialysis machines (dialysis concentrate, needles and saline), for the period of one year, divided in lots as follows:

Lot	SCOPE OF PROCUREMENT	UNIT OF MEASURE	QUANTITY
1	Dialysis concentrate, acid with or without glucose	lit	2.500.000
2	Dialysis needles (14G,15G,16G,17G)	pcs	1.200.000
3	NaCl, solution for infusion 0,9%, 9g per litre (0,9%)	lit	780.000

7. Name and Code under CPV: 33141324 – Dialysis needles; 33181520 – Supplies for renal dialysis; 33692800 – Dialysis Solutions

8. Contract Award Criterion:

The criterion for contract award shall be the lowest quoted price.

If after an expert evaluation of submitted bids, two or more acceptable bids for the same lot quote the same price for the relevant goods under the bid, preference shall be given to the bid which has reached the Client's address first.

9. Framework Agreement Validity Term: one year

10. Method of collection of tender documents: tender documents may be downloaded from the Public Procurement Administration Portal and the Client's web address www.rfzo.rs.

11. Address and Internet address of the governmental authority or organization, and/or authority or territorial autonomy unit or local government unit where correct data on tax liabilities,

environmental protection, employment protection, work conditions may be obtained on a timely basis:

The data on tax liabilities, environmental protection, employment protection, work conditions, etc., may be obtained from the following institutions:

1. Ministry of Finance and Economy of the Republic of Serbia – www.mpf.gov.rs
2. Tax Administration of the Republic of Serbia – Tax Administration – <http://poreskauprava.org>
3. Ministry of Justice and State Administration of the Republic of Serbia - www.drazavnauprava.rs
4. Ministry of Labour, Employment and Social Policy of the Republic of Serbia - www.minrzs.gov.rs

12. Method of bid submission and deadline for bid submission:

- Bidders shall submit their bids to the CA directly or by mail.
- 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 opened for the first time.
- An envelope or a box containing a bid must be labelled as follows "BID FOR PUBLIC PROCUREMENT OF DIALYSIS MATERIALS – COMMON MATERIAL FOR ALL TYPES OF DIALYSIS MACHINES (DIALYSIS CONCENTRATE, NEEDLES AND SALINE), FOR THE PERIOD OF ONE YEAR, FOR LOT _____, public procurement No. 404-1-110/14-65, - DO NOT OPEN".
- Bidders shall indicate their address, phone number and responsible persons at the back of an envelope or a box.
- Bids must be submitted directly to the address of the Serbian Health Insurance Fund, 2 Jovana Marinovića St., Belgrade– Office No. 13.
- The deadline for bid submission shall be 30 days as of the announcement of the invitation to bid at the Public Procurement Administration Portal, and/or by **05 Septembere 2014, 12.30h.**
- Timely received bids shall be those received by the CA by term referred to in above paragraph, whatever the method for submission of bids has been used.

13. Place, time and method of bid opening:

- Bids will be opened **on 05 Septembere 2014 at 13.00 h** in the premises of the Serbian Health Insurance Fund in Belgrade, 2 Jovana Marinovića St., Office No.3.
- Bids shall be opened in the order received/registered by the CA.

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

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

15. Deadline for adoption of the decision: 25 days as of bid opening date

17. Contact Person: Jelena Marković and Ana Mladenović

- by mail to: 2 Jovana Marinovića St., Belgrade,
- by fax to: 011/2053-884,
- by e-mail to: cjn.zajednicki@rfzo.rs