

Public Procurement Sector
08/2 број:404-1- 55/14-4
16.05.2014.

INVITATION TO BID
in the open public procurement of medical gases for the period of one year

- 1. Client: Serbian Health Insurance Fund**
- 2. Client's Address: 2 Jovana Marinovića St.**
- 3. Client's web address: www.rfzo.rs**
- 4. Client's Business Area: Healthcare**

The Serbian Health Insurance Fund is obliged to conduct the public procurement procedure for medical gases 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. 29/13, 49/13, 51/13-as amended and 86/23), for the purposes of healthcare institutions with which the Serbian Health Insurance Fund has entered into agreement on provision of healthcare services.

As the Client, the Serbian Health Insurance Fund shall on behalf and for the account of healthcare institution conduct public procurement procedure and enter into framework agreements, while individual procurement contracts shall be entered into by healthcare institutions, based on framework agreements.

5. Type of Procedure: open procedure

6. Type of goods: goods

7. Description of scope of procurement, name and designation in general procurement glossary:

The scope of public procurement includes medical gases for the period of one year, which are subject to centralized public procurement pursuant to 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. 29/13, 49/13, 51/13-as amended and 86/23) conducted by the National Health Insurance Fund of the Republic of Serbia.

Name and code under CPG: 24111500 – gases for medical purposes – for all lots

Number of lots: the scope of procurement is divided in 15 lots.

8. Duration of framework agreement: one year

9. Criterion, criterion elements for contract award: the lowest quoted price

10. Method of collection of tender documents:

Tender documents may be downloaded from the Client's web address www.rfzo.rs and from the Public Procurement Administration Portal.

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 MEDICAL GASES FOR THE PERIOD OF ONE YEAR, _____, public procurement No. 404-1-110/14-69, - 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, every working day from 8h to 15h.
- Timely received bids shall be those received by the CA by **25 June 2014, 11.30h**, whatever the method for submission of bids has been used.

13. Place, time and method of bid opening:

- Bids will be opened **25 June 2014 at 12.00 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: within 25 days as of bid opening date

16. Contact Person: Biljana Kukulj, Public Procurement Department, NHIF

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

Public Procurement Committee