



08/2 број: 404-1-30/19-7  
16.8.2019. године

## INVITATION TO BID

1. **Contracting Authorities (CAs):** National Health Insurance Fund (NHIF), Fund for Social Insurance of Military Insurees & Special prison hospital in Belgrade for the Ministry of Justice in the Republic of Serbia, Organization unit, Administration for Enforcement of Penal Sanctions,.

2. **CAs' Address:** 2 Jovana Marinovića St. Belgrade, 13 Krunska St., Belgrade & 14a Bačvanska St., Belgrade.

3. **NHIFs web address:** [www.javnenabavke.rfzo.rs](http://www.javnenabavke.rfzo.rs)

4. **Type of CAs:** Organizations for mandatory social insurance and State administration body

NHIF, Fund for Social Insurance of Military Insurees & Special prison hospital in Belgrade have signed decision on joint conducting specific public procurement procedure on 12<sup>th</sup> June 2019, registered by NHIF as document No 404-603/19.

As specified in previously mentioned decision, NHIF will conduct public procurement procedure, upon which NHIF, Fund for Social Insurance of Military Insurees & Part of the Ministry of Justice in the Republic of Serbia, Organization unit, Administration for Enforcement of Penal Sanctions, Special prison hospital in Belgrade shall enter into framework agreement.

Healthcare institutions, Fund for Social Insurance of Military Insurees and Special prison hospital in Belgrade shall enter into individual public procurement contracts.

5. **Type of Procedure:** open procedure

6. **Type of subject:** goods

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

The scope of public procurement includes Medicines from List B and List D of Approved list of medicines for year 2019, No. 404-1-110/19-28

- Name and Code under CPV:

33600000 – Pharmaceutical Products

8. **Number of lots:** Public procurement shall be divided in 396 (threehundredninty six) lots.

9. **Framework Agreement Validity Term:**

- 12 months from signing date for lots 1-151, 153-304, 306-317, 319-324, 326-337, 339-351 and 353-396
- 6 months from signing date for lots 152, 305, 318, 325, 338 и 352.

10. **Type of Framework Agreement:** Framework Agreement shall be contracted with single supplier, for all lots he shall be allotted

11. **Criterion, criterion elements for contract award:** the lowest price

12. **Method of collection of tender documents:** tender documents may be downloaded from the Public Procurement Web Portal and the NHIF web address: [www.javnenabavke.rfzo.rs](http://www.javnenabavke.rfzo.rs).

13. **Method of bid submission and deadline for bid submission:**

- Bidders shall submit their bids directly or by mail.

- Bidders shall file their bids in a closed envelope or a box 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 MEDICINES FROM LIST B AND LIST D OF APPROVED LIST OF MEDICINES FOR YEAR 2019, FOR LOTS \_\_\_\_\_, Public procurement No. 404-1-110/19-28, - DO NOT OPEN".
- Bidders shall indicate their business name, address, phone number, e-mail and responsible persons at the back of an envelope or a box.
- Bids must be submitted directly to the address of the NHIF, 2 Jovana Marinovića St., Belgrade, Registry office, within working hours from 7:30 till 15:30, from Monday till Friday.
- Timely received bids shall be those received by the NHIF by 16th September 2019 by 10:00 a.m., whatever the method for submission of bids has been used.

**14. Place, time and method of bid opening:**

- Bids will be opened on 16th September 2019 at 12:00 a.m. in the premises of the NHIF in Belgrade, 2 Jovana Marinovića St., Auditorium Room No 1.
- Bids shall be opened in the order received/registered by the NHIF.

**15. 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 NHIF 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.

**16. Deadline for adoption of the decision:** 25 days as of bid opening date, except in especially justified cases, when the deadline for adoption of the decision can be 40 days as of bid opening date.

**17. Contact Person:** Ana Milenkovic, Public Procurement Sector, NHIF

- by mail to: 2 Jovana Marinovića St., Belgrade
- by e-mail to: [cjn.blista@rfzo.rs](mailto:cjn.blista@rfzo.rs)
- Working hours of NHIF are from 07:30 till 15:30, from Monday till Friday.

**Public Procurement Committee**