

Public Procurement Sector  
08/2 број:404-1-88/14-7  
23.12.2014.

## INVITATION TO BID

1. Client: Serbian Health Insurance Fund
2. Client's Address: 2 JovanaMarinovića St.
3. Client's web address: [www.rfzo.rs](http://www.rfzo.rs)
4. Client's Business Area: Compulsory social security organization

The Serbian Health Insurance Fund shall on behalf and for the account of healthcare institutions 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: eritropoiesis stimulators; 33600000 – pharmaceutical products
8. Number of lots: the scope of procurement is divided in 6 lots.
9. Duration of framework agreement: 17 months
10. Number of bidders the Client enters into framework agreement with: the framework agreement will be entered with one bidder.
11. Criterion, criterion elements for contract award: the lowest quoted price
12. Method of collection of tender documents: Tender documents may be downloaded from the Client's web address [www.rfzo.rs](http://www.rfzo.rs) and from the Public Procurement Administration Portal.
13. 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:
  - Ministry of Finance of the Republic of Serbia – [www.mfin.gov.rs](http://www.mfin.gov.rs)
  - Tax Administration of the Republic of Serbia – Tax Administration – <http://poreskauprava.gov.rs>
  - Ministry of State Administration and Local Government of the Republic of Serbia - [www.mduls.gov.rs](http://www.mduls.gov.rs)
  - Ministry of Agriculture and Environmental Protection – [www.mpzss.gov.rs](http://www.mpzss.gov.rs)
  - Ministry of Labour, Employment and Social Policy of the Republic of Serbia - [www.minrzs.gov.rs](http://www.minrzs.gov.rs)
14. 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 ERITROPOESIS STIMULATORS, FOR LOT(S)\_\_\_\_\_, public procurement No. 404-1-110/15-4, - 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 JovanaMarinovića St., Belgrade– Office No. 13, every working day from 8h to 15h.
- Timely received bids shall be those received by the CA by 14 January 2015, 09.30h, whatever the method for submission of bids has been used.

15. Place, time and method of bid opening:

- Bids will be opened 14 January 2015 at 10.00 h in the premises of the Serbian Health Insurance Fund in Belgrade, 2 JovanaMarinovića St., Office No.3.
- Bids shall be opened in the order received/registered by the CA.

16. 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.

17. Deadline for adoption of the decision: within 25 days as of bid opening date. In justified cases, the deadline for the adoption of the decision on entering into framework agreement must be 40 days as of the bid opening date.

16. Contact Person: Maja Štrbac, Public Procurement Department, SHIF

- by mail to: 2 JovanaMarinovića St., Belgrade,
- by fax to: 011/2053-884,
- by e-mail to: [cjn.epoetini2015@rfzo.rs](mailto:cjn.epoetini2015@rfzo.rs).

**Public Procurement Committee**