

08/2 Number:404-1-75/14-13  
23.10.2014.

### 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: Organization of Compulsory Social Insurance**

The Serbian Health Insurance Fund shall enter into the framework agreement and contract of public procurement.

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

6. **Type of goods:** services

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

The scope of public procurement includes the provision of service of hemodialysis to persons insured under compulsory health insurance coverage, divided in the following lots:

Lot	Subject of Procurement	No. Of patients /insured persons
1	Provision of hemodialysis service in the territory of Belgrade – for low-flux hemodialysis	20
2	Provision of hemodialysis service in the territory of Belgrade – for high-flux hemodialysis	140
3	Provision of hemodialysis service in the territory of Belgrade – for hemodiafiltration	40
4	Provision of hemodialysis service in the territory of Novi Sad – for low-flux hemodialysis	14
5	Provision of hemodialysis service in the territory of Novi Sad – for high-flux hemodialysis	102
6	Provision of hemodialysis service in the territory of Novi Sad – for hemodiafiltration	29
<b>TOTAL:</b>		<b>345</b>

**Name and Code under CPV:** 85111900– Hospital services in the area of dialysis

#### 8. Number of Lots:

The relevant procurement procedure is divided in 6 lots.

**9. Framework Agreement Validity Term:** until consumption of the available funds envisaged under the Procurement Plan of the Serbian Health Insurance Fund for 2014 for the subject matter service or for 11 months at most, whichever occurs first.

**Number of bidders with whom the Contracting Authority shall enter into framework agreement:**  
one

**10. Criterion for contract award:**

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 Contracting Authority's address first.

**11. 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.

**12. 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, etc., may be obtained on a timely basis:**

- Ministry of Finance and Economy of the Republic of Serbia, 20 Kneza Miloša St., Belgrade – [www.mpf.gov.rs](http://www.mpf.gov.rs)
- Tax Administration of the Republic of Serbia – Tax Administration, 3-5 Save Maškovića St., Belgrade – <http://poreskauprava.org>
- Ministry of Energy, Development and Environmental Protection of the Republic of Serbia, 22-26 Nemanjina St., Belgrade, <http://www.merz.gov.rs>
- Ministry of Labour, Employment and Social Policy of the Republic of Serbia, 22-26 Nemanjina St., Belgrade - [www.minrzs.gov.rs](http://www.minrzs.gov.rs)
- Serbian Business Registers Agency, 25 Brankova St., Belgrade, <http://www.apr.gov.rs>

**13. 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 HEMODIALYSIS SERVICE TO PERSONS INSURED UNDER COMPULSORY HEALTH INSURANCE COVERAGE - FOR LOTS \_\_\_\_\_, public procurement No. 404-1-226/14-86, - 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., on business days 08h-15h
- Timely received bids shall be those received by the CA by **24 November 2014** by 11:30 h, whatever the method for submission of bids has been used.

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

- Public opening of bids shall be conducted on **24 November 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 by the CA.

**15. 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.

**16. Deadline for adoption of the decision:** within 25 days as of bid opening date

**17. Contact Person:** Ana Mladenović and JelenaMarković

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

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