

08/2 број: 404-1-99/14-8  
21.01.2015.

## 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](http://www.rfzo.rs)
4. Type of CA: Central Purchasing Body

The Serbian Health Insurance Fund, shall conduct public procurement procedure and enter into framework agreement based on which the Institute of Public Health "Dr Milan Jovanovic Batut" shall enter into individual public procurement contracts.

5. Type of Procedure: open procedure
6. Type of goods: goods
7. Description of scope of procurement, name and designation in Common Procurement Vocabulary (CPV):
  - The scope of public procurement includes vaccines for compulsory immunisation;
  - Name and Code under CPV: 33651600 – Vaccines.
8. Number of lots: Public procurement shall be divided in 8 lots
9. Framework Agreement Validity Term: 2 years
10. Type of Framework Agreement: single supplier Framework Agreement
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 Administration Portal and the Client's web address [www.rfzo.rs](http://www.rfzo.rs).
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– [www.mfin.gov.rs](http://www.mfin.gov.rs)
  - Tax Administration – [www.poreskauprava.gov.rs](http://www.poreskauprava.gov.rs)
  - Ministry of Justice - [www.mpravde.gov.rs](http://www.mpravde.gov.rs)
  - Ministry of State Administration and Local Self-Government - [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 - [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 VACCINES FOR COMPULSORY IMMUNISATION, FOR LOTS\_\_\_\_\_, public procurement No. 404-1-110/15-9 - 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 working days from 08-15h. •

- Timely received bids shall be those received by the CA by 20 February 2015 by 10.30h, whatever the method for submission of bids has been used.

15. Place, time and method of bid opening:

- Bids will be opened on 20 February 2015 at 11,00 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.

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: 25 days as of bid opening date

18. Contact Person: Marija Atanasijevic, Public Procurement Sector, Serbian Health Insurance Fund

- by mail to: 2 Jovana Marinovića St., Belgrade,

- by fax to: 011/2053-884,

- by e-mail to: [cjn.vaccine@rfzo.rs](mailto:cjn.vaccine@rfzo.rs)

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