

Pursuant to Article 55, paragraph 1, item 2), Article 57, paragraph 4, and Article 60, paragraph 1, item 1) of the Public Procurement Law (“Official Gazette of the Republic of Serbia”, No. 124/12)

**MINISTRY OF
TRADE, TOURISM AND TELECOMMUNICATIONS
11000 Belgrade, Nemanjina 22-26**

hereby publishes this

**INVITATION TO BID
in open procedure
for public procurement of goods – digital TV signal reception equipment
for socially vulnerable consumers
JN O-25/2014**

1. Ministry of Trade, Tourism and Telecommunications, Nemanjina 22-26, Belgrade, www.mtt.gov.rs, public administration authority, invites all interested persons to submit their bids in accordance with the requirements of this invitation and bid dossier.

Supplies – purchase of goods – digital TV signal reception equipment for socially vulnerable consumers.

Designation of the supplies in the General Procurement Glossary is:
32320000 – TV and audio-visual equipment

79512000 – call center

The supplies are specified in detail in bid dossier.

2. Criteria for selection and award of contract:

The criterion for contract award is economically most beneficial bid. At the expert evaluation stage, the Contracting Authority shall take into account the following elements of the criteria for evaluation and ranking:

- Price - max 89 weighting factors
- Number of offices – max 9 weighting factors
- Technical characteristics (on the front panel receiver has to had control keys for program selection +/- and standby/on) – max 2 weighting factors

3. Availability of bid dossier:

Bid dossier is available on the official website of the Ministry of Trade, Tourism and Telecommunications: www.mtt.gov.rs and on the Public Procurement Portal.

4. Information on the competent authorities which timely provide accurate information on tax duties, protection of the environment, employment protection, working conditions etc., which are relevant for execution of public procurement contracts in case of public procurements with invitations to bid in a foreign language:

Information on tax duties can be obtained at the Tax Administration, Ministry of Finance – Belgrade, Save Maskovica 3-5, www.poreskauprava.gov.rs,

Information on protection of the environment can be obtained at the Environmental Protection Agency – Belgrade, Ruze Jovanovic 27a, www.sepa.gov.rs and at the Ministry of Agriculture and Environmental Protection - Belgrade, Nemanjina 22-26 <http://www.mpzss.gov.rs/>

Information on employment protection and working conditions can be obtained at the Ministry of Labour, Employment and Veteran and Social Policy, Belgrade, Nemanjina 22-26 <http://www.minrzs.gov.rs/cir/>

5. The manner of submission of bids and time limit:

Bidders shall submit their bids in person or by mail in a sealed envelope or a box, closed in such a way as to ensure it can be ascertained at the time of bid opening that it is being opened for the first time. A bidder's name, address, phone number and name and surname of the authorized contact person shall be stated at the back of an envelope or on a box. In case a bid is submitted by a consortium, this shall be stated on an envelope, together with the names and addresses of all bidders that are members of the consortium which submits a joint bid, their phone numbers and names and surnames of contact persons.

Preferably, all documents submitted in a bid should be bound together by a ribbon and sealed, so that individual pages or enclosures cannot be subsequently added, removed or replaced without visible damaging the pages or the seal.

Bids shall be submitted to the following address:

Ministry of Trade, tourism and Telecommunications,
Belgrade, Nemanjina 22-26,

with the following inscription:

**“Bid for open procedure for public procurement of goods – digital TV signal
reception equipment for socially vulnerable consumers**

JN O-25/2014

- DO NOT OPEN –“

Tasks of the registry office for the Contracting Authority shall be performed by the registry office of the Administration for Joint Services of the Republic – Nemanjina 22-26, Belgrade, ground floor.

Bids shall be submitted within 30 days of the date of publication of the invitation on the Public Procurement Portal, in accordance with Articles 57 and 101 of the Law on Public Procurements (“Official Gazette of RS”, No. 124/12), i.e. until 15.12. 2014. by 12:00 PM.

Timely bids shall be bids received by 12:00PM on the last day of the specified deadline. Untimely bids shall not be considered and shall be returned unopened to bidders.

6. Time and place of opening of bids:

Opening of bids is public and shall be performed at 12:30PM on the day of expiry of the deadline for submission of bids in the premises of the Ministry of Trade, Tourism and Telecommunications, Belgrade, Nemanjina 22-26, third floor, office No. 8.

Representatives of bidders who attend the public opening of bids must submit to the Commission a registered and certified power of attorney, otherwise they shall be treated as members of the public and cannot actively participate in the procedure (signing of minutes, stating objections etc.).

7. Deadline for passing of decision:

The deadline for passing of a decision on award of a contract or on cancelling of the procedure is 25 days of the date of opening of bids, except in exceptional cases, e.g. when bids are too extensive or complicated or when methodology of award of weighting factors is complicated, when the deadline can be 40 days of opening of bids;

All bidders shall be informed about the decision in accordance with the law.

8. Contact:

questions in writing, pursuant to Article 63, paragraph 2 of PPL, can be placed on the e-mail address: javnenabavke@mtt.gov.rs weekdays from Monday to Friday during working hours Purchaser from 7: 30h to 15: 30h