

## CALL FOR TENDER

**Ordering Party:**

Republic of Serbia, Autonomous Province of Vojvodina - Provincial Secretariat for Urban Planning, Construction and Environmental Protection  
Novi Sad

**Ordering Party's address:**

Novi Sad, 16, Mihajla Pupina Blvd.

**Ordering Party's webpage:**

www.ekourb.vojvodina.gov.rs

**Type of the Ordering Party:** public administration authority

**Type of the public procurement procedure:** open

**Type of subject matter:** goods

**For goods and services, please provide description of the public procurement subject matter, name and label in the general glossary of procurement terminology:**

**Description of the public procurement subject matter:**

The subject matter of the public procurement are the goods - biological mosquito larvicide based on *Bacillus thuringiensis var. israelensis* bacteria in the territory of AP Vojvodina.

**Name and label in the general glossary of procurement terminology:**

**24452000 – insecticides.**

**Number of lots, if the subject matter of procurement is divided into a number of lots:**

The subject matter of public procurement is not divided into a number of specific lots

**Special note if the public procurement contract is reserved for institutions, organisations or business entities engaged in the activities of vocational training, professional rehabilitation and employment of persons with disabilities:**

It is not the reserved public procurement procedure.

**If the framework agreement is concluded, specify the duration of the framework agreement and the number of tenderers with which the Ordering Party shall enter into the framework agreement:**

Open procedure is not conducted with a view of concluding the framework agreement

**Criterion, elements of the criterion for the award of contract:**

Criterion: „Economically most favourable tender,“

Elements of the criterion for the award of contract include as follows:

- |  |                           |
|--|---------------------------|
| 1. Tender price  | 60 weighted average value |
| 2. Environmental benefits and environmental protection | 20 weighted average value |
| 3. Quality of the product                              | 20 weighted average value |

**Manner of collection of the tender dossier, that is, the internet address from which the tender dossier may be downloaded:**

The tender dossier is published in accordance with Article 62 Para 1 of the Law on Public Procurement and may be downloaded from the Public Procurement Portal <http://portal.ujn.gov.rs/> and the internet address of the Ordering Party [www.ekourb.vojvodina.gov.rs](http://www.ekourb.vojvodina.gov.rs).

The interested tenderers may collect the tender dossier by submitting the written request to the Ordering Party via the following e-mail address [www.ekourb.vojvodina.gov.rs](http://www.ekourb.vojvodina.gov.rs).

**The mailing and internet address of the public authority or organisation, that is, the authority or service of the territorial autonomy or local self-government unit at which timely and correct information regarding the tax liabilities, environmental protection, employment protection, working conditions etc. may be obtained:**

The information regarding the tax liabilities may be obtained from the Ministry of Finance – Tax Authorities as well as from the local tax administration office depending on the seat of the tenderer.

Address: Ministry of Finance – Tax Authority – Head Office  
3-5 Save Maškovića Street, Belgrade

Internet address: <http://www.poreskauprava.gov.rs/>

The information on environmental protection may be obtained from:

1) Environmental Protection Agency

Address: 27a Ruže Jovanović Street, 11160 Belgrade

Internet address: <http://www.sepa.gov.rs/>

2) Ministry of Energy, Development and Environmental Protection

Address: 22-26 Nemanjina Street, Belgrade

Internet address: <http://www.merz.gov.rs/lat>

Information on employment protection matters and working conditions may be obtained from:

Ministry of Labour, Employment and Social Policy

Address: 11 Nemanjina Street, 11000 Belgrade

Internet address: <http://www.minrzs.gov.rs/>

Note: The call for tender in the public procurement concerned shall be published in the foreign language within the meaning of Article 57 Para 4 of Law on Public Procurement.

**Manner and deadline for tender submission:**

Manner of tender submission: The tenders with all supporting documents should be submitted directly to the Filing and Records Office of the Ordering Party, Novi Sad, 16 Mihajla Pupina Blvd. – ground floor, the office no. 59 or by mail. The tenders with accompanying documentation should be submitted in a closed and sealed envelope or a box closed in such a manner that during the tender opening procedure it may be clearly ascertained that it is being opened for the first time, with obligatory indication on the front side of the envelope **„PONUDA ZA JAVNU NABAVKU DOBARA - BIOLOŠKI INSEKTICID ZA SUZBIJANJE LARVI KOMARACA NA BAZI BAKTERIJE BACILLUS THURINGIENSIS VAR.ISREALENSIS NA TERITORIJI AP VOJVODINE**. Red. br. JN OP 1/14, NE OTVARATI“, (TENDER FOR PUBLIC

***PROCUREMENT OF GOODS - BIOLOGICAL MOSQUITO LARVICIDE BASED ON BACILLUS THURINGIENSIS VAR.ISREALENSIS BACTERIA IN THE TERRITORY OF AP VOJVODINA JN OP 1/14, DO NOT OPEN"***

The name, address, telephone number and fax number of the tenderer, the contact person and e-mail address should be specified on the back of the envelope.

The tender should be submitted on the provided tender form constituting an integral part of the Tender Dossier and has to be clear and unambiguous, printed or written in an indelible ink and sealed and signed by the person authorised by the tenderer.

The tenderer is obliged to specify in the tender all requested details on the provided form as well as to sign and seal it.

The deadline for submission of tenders is 30 calendar days from the day of publishing of the public call on the Public Procurement Portal. The deadline for submission of tenders will be until 10.00 am on the thirtieth day from the date of publishing the public call on the Portal webpage.

Only the bids submitted to the address of the Ordering Party until 10.00 am of the last day of the specified deadline, received and certified by the receipt seal of the Filing and Records Office will be considered timely, regardless of the manner in which they are sent.

Untimely tenders will not be considered and will be returned unopened to the tenderer.

**Place, time and manner of tender opening:**

The opening procedure will take place on the 30<sup>th</sup> day from the date of the public call publishing on the Public Procurement Portal, i.e. on **13/03/2014 at 10.15 pm**, on the premises of the Provincial Secretariat for Urban Planning, Construction and Environmental Protection, Novi Sad, 16 Mihajla Pupina Blvd. – ground floor, Office no. 48.

The opening procedure will be public.

**Requirements for participation of tenderer representatives in the tender opening procedure:**

Entitlement to participate in the public tender opening is granted to all interested parties. Public tender opening may be attended by authorised representatives of tenderers, who are required to present a written authorisation i.e. power of attorney. The written authorisation is submitted to the Committee prior to tender opening, issued on a company letterhead, certified by seal and signed by person authorised by the tenderer.

If the tenderer representative fails to provide the written authorisation for participation in the procedure, they will have the general public status.

**Deadline for Decision:**

Decision on the award of contract in the public procurement procedure will be passed pursuant to Article 108 of the Law on Public Procurement („Official Gazette of RS“, 124/12) within 5 days of the tender opening date, observing the „Economically most favourable tender“ criterion.

**Contact Person:**

Contact persons (or Department): Tankosava Čanak, Public Procurement  
Officer, telephone number: 021/487-4456;