

CENTRALIZED PUBLIC PROCUREMENT

INVITATION TO BID

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| Name of the ordering party: | Administration for Joint Services of the Republic Bodies, centralized public procurement section |
| Address of the ordering party: | Belgrade, 22-26 Nemanjina Street |
| Web page of the ordering party: | www.uzzpro.gov.rs |
| Type of the ordering party: | Government Bodies |
| Type of public procurement procedure: | Open Procedure – Centralized public procurement number 8/2019 |
| Type of subject: | Service |
| Description of the public procurement, name and designation from the general glossary of procurement: | The subject of the procurement is maintenance of computer and communication devices and printers (only for equipment which was not subject of central public procurement in 2018 or it was purchased in 2018). Name and designation from General Glossary: Maintenance and repairing of computer and communication equipment: 50312000-5 and services of repairment, maintenance and similar services for personal computers, office equipment, telecommunication devices and audio-video equipment:50300000-8. |
| Execution of the framework agreement and the period of validity of the framework agreement: | Public procurement is conducted as centralized public procurement, in an open procedure for the purpose of concluding a framework agreement with a single bidder, for the period of 2 years. |
| Number of lots: | 30 Lots |

| Lot number and title | | Name and designation from General Glossary |
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| Lot 1 - | Maintenance of computer equipment type DELL | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 2 - | Maintenance of computer equipment type HP | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 3 - | Maintenance of computer equipment type FS | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 4 - | Maintenance of computer equipment type IBM | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 5 - | Maintenance of computer equipment type LENOVO | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 6 - | Maintenance of computer equipment type -ELSE | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 7 - | Printer maintenance type HP | Maintenance and repairing of computer equipment 50312000-5 |

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| Lot 8 - | Printer maintenance type LEXMARK | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 9 - | Printer maintenance type MINOLTA | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 10 - | Printer maintenance type CANON | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 11 - | Printer maintenance type SAMSUNG | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 12 - | Printer maintenance type KYOCERA | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 13 - | Printer maintenance type - ELSE | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 14 - | Maintenance of communication equipment | Services of repairment, maintenance and similar services for personal computers, office equipment, telecommunication devices and audio-video equipment:50300000-8 |
| Lot 15 - | Maintenance of UPS devices type - ELSE | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 16 - | Maintenance of IBM computer equipment Republic of Serbia Ministry of Finance Tax administration | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 17 - | Maintenance of HP (Hewlett Packard) computer equipment, Republic of Serbia Ministry of Finance Tax administration | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 18 - | Maintenance of FUJITSU computer equipment, Republic of Serbia Ministry of Finance Tax administration | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 19 - | Maintenance of printers Republic of Serbia Ministry of Finance Tax administration | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 20 - | Maintenance of communication equipment Cisco Citrix, Republic of Serbia Ministry of Finance Tax administration | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 21 - | Maintenance of Oracle Exdata computer equipment, Republic of Serbia Ministry of Finance Tax administration | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 22 - | Maintenance of EMS storage computer equipment, Republic of Serbia Ministry of Finance Tax administration | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 23 - | Maintenance of UPS, AKU batteries and diesel electrical devices, Republic of Serbia Ministry of Finance Tax administration | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 24 - | Maintenance of the IP telephony of the contact center, Republic of Serbia Ministry of Finance Tax administration | Services of repairment, maintenance and similar services for personal computers, office equipment, telecommunication devices and audio- |

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| | | video equipment:50300000-8 |
| Lot 25 - | Maintenance and repair service of communication equipment – Constitutional Court | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 26 - | Maintenance of STORAGE devices | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 27 - | Maintenance of the optical communication equipment and IP telephony of, Ministry of Finance Treasury | Services of repairment, maintenance and similar services for personal computers, office equipment, telecommunication devices and audio-video equipment:50300000-8 |
| Lot 28- | Maintenance of UPS devices, Administration for Joint Services of the Republic Bodies | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 29 - | Maintenance of the central air condition system in the system hall, Administration for Joint Services of the Republic Bodies | Maintenance and repairing of computer equipment 50312000-5 |
| Lot 30 - | Maintenance of the local area networks, Administration for Joint Services of the Republic Bodies | Maintenance and repairing of computer equipment 50312000-5 |
| Framework Agreement award criteria: | Economically lowest bid price: According to the following criteria: -for Lots 19 | |
| | Ser. nmb | Elements of criterion: |
| | 1 | Working effective hour free |
| | 2 | Printer s repairing time |
| | 3 | Respond time upon an issue assignment In hours: A) The territory of the city Belgrade, Novi Sad, Kragujevac and Nis 2 weights; B) Territory outside the city of Belgrade, Novi Sad, Kragujevac and Nis 3 weights |
| | Total number of weights: | |
| | 100 weights | |
| | According to the following criteria: -for Lots 23 | |
| | Ser. nmb | Elements of criterion: |
| | 1 | Effective working free of UPS and AKU batteries control and maintenance; |
| 2 | Effective working free and maintenance of the electrical deasel aggregates; | |
| Total number of weights: | | |
| 100 weights | | |
| According to the following criteria: - for Lots 27 | | |
| Ser. nmb | Elements of criterion: | |
| 1 | Monthly maintenance free of the 1st category | |
| 80 weights | | |

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| | <table border="1"> <tr> <td></td> <td>equipment;</td> <td></td> </tr> <tr> <td>2</td> <td>One time service free with all dependent cost on top for the maintenance of the second category equipment;</td> <td>20 weights</td> </tr> <tr> <td colspan="2" style="text-align: right;">Total number of weights:</td> <td>100 weights</td> </tr> </table> | | equipment; | | 2 | One time service free with all dependent cost on top for the maintenance of the second category equipment; | 20 weights | Total number of weights: | | 100 weights |
| | equipment; | | | | | | | | | |
| 2 | One time service free with all dependent cost on top for the maintenance of the second category equipment; | 20 weights | | | | | | | | |
| Total number of weights: | | 100 weights | | | | | | | | |
| | <p>Lowest bid price: for Lot 1, for Lot 2, for Lot 3, for Lot 4, for Lot 5, for Lot 6, for Lot 7, for Lot 8, for Lot 9, for Lot 10, for Lot 11, for Lot 12, for Lot 13, for Lot 14, for Lot 15, for Lot 16, for Lot 17, for Lot 18, for Lot 20, for Lot 21, for Lot 22, for Lot 24, for Lot 25, for Lot 26, for Lot 28, for Lot 29 and for Lot 30.</p> | | | | | | | | | |
| | <p>Tender documents shall be downloaded from the Public Procurement Portal: portal.ujn.gov.rs and from the web page of the ordering party: www.uzzpro.gov.rs</p> | | | | | | | | | |
| <p>Bidding procedure and deadline for submission of the bids:</p> | <p>Bids shall be submitted by the bidders directly or via registered mail.</p> <p>Should the bid be submitted via registered mail, the bidder must ensure that the ordering party received it by the date and hour specified herein.</p> <p>Bids shall be delivered in written form in Serbian language and in enclosed envelope or box, sealed in such mode, that during the bid opening, it shall be certain that the bid has not been opened before.</p> <p>Bids shall be sent to the following address: Управа за заједничке послове републичких органа, Belgrade, 22-26 Nemanjina Street, 1st floor, office No. 14. The envelope or the box containing the bid must have the following inscription on the front side: "BID – DO NOT OPEN", the title and the number of public procurement, the number and the title of the lot for which the bid is being submitted; and the back side of the envelope or the box must state the name, telephone number and the address of the bidder.</p> <p>All bids, received by the ordering party after the date and hour specified herein, shall be deemed invalid.</p> <p>After the public bid opening has finished, the ordering party shall return to the bidders all bids not submitted in a timely manner, unopened, with the note saying that the bids were not submitted in a timely manner.</p> <p>The bidder may submit only one bid.</p> <p>The bidder may submit bids for one or more lots.</p> <p>The deadline for submitting the bids is 17 May 2019. at 10,00 a.m.</p> | | | | | | | | | |
| <p>Location, time and mode of bid opening:</p> | <p>The bid opening shall be held on 17 May 2019, at 12,00 noon, at the Administration for Joint Services of the Republic Bodies, Belgrade, 22-26 Nemanjina Street, II floor, office Congress hall.</p> | | | | | | | | | |
| <p>Conditions under which representatives of a bidder can participate in a bid opening procedure:</p> | <p>Prior to the beginning of public bid opening, the authorized representatives of the bidders must submit to the commission for Public Procurement a power of attorney for participation in the bid opening procedure.</p> | | | | | | | | | |
| <p>Deadline for decision-making:</p> | <p>The decision on the awarding of the framework agreement shall be made within 25 days starting from the day of the public bid opening.</p> | | | | | | | | | |

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| Contact person: | Mila Sasic,Uzzpro, telephone: +38111/2658 875 |
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