



2.1 -03- 2018

БЕОГРАД, Цариче Милчице

Employer's name:

JAVNO PREDUZEĆE ELEKTROPRIVREDA SRBIJE,  
BEOGRAD

Employer's  
address:

PE EPS HQ  
Carice Milice 2

Web site:

www.eps.rs

Type of Employer:

Public enterprises

Type of procedure:

Open procedure

Type of subject:

Services

**For goods and services:** description of procurement subject, name and designation in the Common Procurement Vocabulary,

**For works:** nature and scope of works and basic characteristics of works, place of work execution, designation from activity classification i.e. name and designation in the Common Procurement Vocabulary:

“Service of engagement of staff for general, financial, legal and administration, information and operational preparation vacancies”, number PP/2000/0467/2017

Designation and name in CPV: Services for the provision of staff including employment contracts for definitive period of time; Services for the provision of administration staff; Services for the provision of staff for trading and industry - 620000-6; 79621000-3; 79623000-7

Number of lots, if procurement subject is divided into several lots:

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Specific note if the contract on public procurement is reserved for institutions, organizations or business entities for vocational training, professional rehabilitation and employment of disabled persons:

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In the event of negotiation procedure, the reason for application and grounds from the law:

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If framework agreement is concluded, validity period of framework agreement and number of Tenderers with whom the Employer concludes the framework agreement:

Framework agreement for the period up to two years with one tenderer

In the event of submission of e-Tender, application of e-bidding or system of dynamic procurement – basic data on information system of Employer and required technical conditions for participation is as follows:

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In the event of application of the system of dynamic procurement validity of the system is as follows:

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In the event of obligation to submit the Tender with subcontractor percentage of value of procurement that shall be executed by subcontractor is as follows:

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Criteria, elements of the criteria for contract award:

Tender award criterion is "the lowest offered price"

Manner of taking over Tender Documents, i.e. web site where Tender Documents are available:

Tender documents can be downloaded in e-form at the web site of the Employer: [www.eps.rs](http://www.eps.rs) as well as at the web site of the Public Procurement Office: <http://portal.ujn.gov.rs/>

Address and internet address of the state body or organization, i.e. body or office of territorial autonomy or local self-government where correct data on tax obligations, environmental protection, engagement protection, work conditions can be obtained in timely manner are the following:

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The manner of Tender submission and deadline for Tender submission:

Tenderer shall submit the tender with evidence on fulfillment of requirements from tender document, in person or via e-mail, in closed and sealed envelope/box, so that it can be stated with certainty that it is being opened for the first time, to the following address: Public Enterprise Electric Power Industry of Serbia, 11000 Belgrade, Serbia, Balkanska 13, labelled with: public procurement - Service of engagement of staff for general, financial, legal and administration, information and operational preparation vacancies, number PP/2000/0467/2017, DO NOT OPEN". The back of the envelope shall have the name, address and telephone number/e-mail of the tenderer.  
Tender will be deemed timely submitted if received by the Employer until 20.04.2018 until 1 p.m.

Place, time and manner of Tender opening:

Timely submitted tenders will be publicly opened by the Public Procurement Committee on 20.04.2018 at 1.30 p.m. at the premises of Public Enterprise Electric Power Industry of Serbia, Belgrade, Balkanska 13, II floor meeting room.

Conditions under which Tenderer's representatives may participate in Tender opening procedure:

Tender opening is public event and all interested persons can attend it. Only authorized representatives of the tenderer may actively participate in the opening procedure. Tenderers' representatives that take part in the public tender opening procedure shall submit a power of attorney in writing for the participation in this procedure to the Public Procurement Committee issued on the Tenderer's letterhead, filed, stamped and signed by the authorized person of the Tenderer. Tender opening is public.

Deadline for the adoption of decision :

Contract award decision will be made within 25 days as of the date of public tender opening.

Contact person:

Mira Paljić  
e-mail: [mira.paljic@eps.rs](mailto:mira.paljic@eps.rs)

Other information:

