



Број 1201-341238/1-117

07-07-2017

год

Београд, Царичево Милице 2

## INVITATION TO TENDER

Employer's name:	Javno preduzeće Elektroprivreda Srbije, Beograd JP EPS HQ
Employer's address:	Carice Milice 2
Web site:	www.eps.rs
Type of Employer:	Public state-owned enterprises
Type of public procurement 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 from the Common Procurement Vocabulary:

Public Procurement No: PP/8000/0057/2016

Description of the Public Procurement: Maintenance of equipment for printing the invoices, notifications, notices, etc.

Name from the Common Procurement Vocabulary: Services related to printing

Designation from the Common Procurement Vocabulary: 79820000-8

Detailed information on the subject of the procurement are specified in Technical Specification (Chapter 3 of Tender Documents)

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

Lot 1 - Maintenance of equipment for printing the invoices, notifications, notices, etc. for needs of TC Kragujevac

Lot 2 - Maintenance of equipment for printing the invoices, notifications, notices, etc. for needs of TC Kraljevo

Lot 3 - Maintenance of equipment for printing the invoices, notifications, notices, etc. for needs of TC Beograd

Lot 4 - Maintenance of equipment for printing the invoices, notifications, notices, etc. for needs of TC Novi Sad

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:

/

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

/

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

/

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:

/

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

/

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:

/

Criteria, elements of the criteria for contract award:

Criterion for contract award shall be the lowest price offered.

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

Tender Documents may be taken over in e-form on web site of the Employer: [www.eps.rs](http://www.eps.rs), as well as on Portal of the Public Procurement Office: [www.portal.ujn.gov.rs](http://www.portal.ujn.gov.rs)

Address and web site of the state authority or organization, i.e. authority or office of territorial autonomy or local self-government where accurate data on tax liabilities, environmental protection, engagement protection, work conditions can be obtained in timely manner are the following:

For data on tax liabilities: Tax Administration, Ministry of Finance, [www.poreskauprava.gov.rs](http://www.poreskauprava.gov.rs)

For data on Environmental Protection: Environmental Protection Agency, [www.sepa.gov.rs](http://www.sepa.gov.rs) and Ministry of Mining and Energy, [www.mre.gov.rs](http://www.mre.gov.rs)

For data on Employment and working conditions protection: Ministry of Labour, Employment and Social Policy, [www.minrzs.gov.rs](http://www.minrzs.gov.rs)



The manner of tender submission and deadline for tender submission:

Tender shall be delivered, in person or by mail, in a closed (packaged) envelope/parcel, to the following address: Javno preduzeće Elektroprivreda Srbije, 11000 Beograd, Srbija, Balkanska 13, records division, ground floor, labelled with:

DO NOT OPEN "PP/8000/0057/2016 - Maintenance of equipment for printing the invoices, notifications, notices, etc. for the Lot No. \_\_\_\_ (insert the number of the lot for which the tender is being submitted)"

Back of the envelope shall have the basic data on Tenderer, name and surname, and phone number of the contact person. In case of a Tender submitted by the group of Tenderers, it should be noted on the back of the envelope that it is the case of group of Tenderers and the basic information on tenderers and contact telephone numbers should be listed.

The last day of the deadline for submission of tenders, i.e. the last date and hour for tender submission, is 11<sup>th</sup> August 2017, until 9.00 a.m.

In the event of untimely tender, the Public Procurement Committee shall upon the completion of the opening procedure, return without opening to the Tenderer with the note that it was submitted untimely.

Place, time and manner of tender opening:

Public opening of timely submitted tenders shall be carried out on 11<sup>th</sup> August 2017, at 11.00 a.m., at the premises of the Public Enterprise Electric Power Industry of Serbia, Belgrade, Balkanska 13, meeting room on the II floor.

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

Tenderers' representatives that want to take part actively in the public tender opening procedure shall prior to the public tender opening procedure submit a power of attorney in writing for the participation in this procedure to the Public Procurement Committee issued on the Tenderer's letterhead, sealed and signed by the authorized person of the Tenderer. Persons attending the public tender opening, without power of attorney submitted, shall have no right to comment nor to object the course of tender opening.

Deadline for the adoption of decision :

The decision on contract award shall be made by the Employer within legal deadline.

Contact person:

Branislava Nikolic and Milos Zarkovic  
[branislava.nikolic@eps.rs](mailto:branislava.nikolic@eps.rs)  
[milos.zarkovic@eps.rs](mailto:milos.zarkovic@eps.rs)

Other information:

Committee for PP/8000/0057/2016

*Branislava Nikolic*