

## TENDER DOCUMENTATION

### **PUBLIC PROCUREMENT** **Original spare parts for artificial snowing system Sufag**

### **NEGOTIATION PROCEDURE WITHOUT AN INVITATION TO BID** **PUBLIC PROCUREMENT No. 43/16**

Date of announcing at Portal of Public Procurement Office: 11.08.2016.

Date of submitting a bid: 13.09.2016. until 12

August, 2016

Pursuant to Article 36. Paragraph 1. point 2 and of the Law on Public Procurement (RS Official Gazette, No 124/2012, 14/15, 68/15), (hereinafter: the LPP), Article 5 of the Rules on Mandatory Elements of Tender Documentation and the Manner of Proving the Fulfilment of Requirements (RS Official Gazette, No 86/15), Decision on Initiating the Public Procurement Procedure number 2571 dated on 29.07.2016. and the Decree on the Formation of Public Procurement Committee No 2571/1 dated 29.07.2016., it was prepared as follows:

**TENDER DOCUMENTATION**  
**in the negotiating procedure without an invitation to bid in a public procurement**  
**procedure No. 43/16**

The tender documentation includes:

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## ***I GENERAL – DATA ON THE PUBLIC PROCUREMENT***

### **1. Data on the Procuring Entity**

The Procuring Entity: Public Enterprise "Ski Resorts of Serbia"  
Address: Milutina Milankovica 9, New Belgrade  
Web page of the Procuring Entity: [www.skijalistasrbije.rs](http://www.skijalistasrbije.rs)

### **2. Type of public procurement:**

This public procurement is executed in the form of a negotiation procedure without invitation to bid, in accordance with the LPP and the bylaws governing public procurements.

The grounds for applying the negotiation procedure without invitation to bid are the following:

Article 36, Paragraph 1, Item 2 of the Law on Public Procurement stipulates that a Procuring Entity may initiate a negotiation procedure without invitation to bid if, due to technical or artistic nature of the subject of the public procurement, or for reasons related to protection of exclusive rights, the supply can only be executed by a certain bidder.

The Bidder Sufag is the only bidder who, for reasons of technical nature, is able to meet the public procurement obligations, given that this bidder is the manufacturer of the artificial snowing system which requires original spare parts.

Pursuant to Article 36, Paragraph 2 of the Law on Public Procurement, prior to initiating the procedure, the Procuring Entity asked the Public Procurement Office, for the opinion of conducting negotiation procedure, and the PPO issue positive opinion no. 404-02-1444/16 dated on 12.05.2016.

### **3. Subject of the public procurement**

Subject of the public procurement no. 43/16 are the goods – Original spare parts for artificial snowing system Sufag

### **4. Contact (person or office)**

Contact office: Public Procurement Department, [daliborka.vukojevic@skijalistasrbije.rs](mailto:daliborka.vukojevic@skijalistasrbije.rs)

## ***II DATA ON THE SUBJECT OF THE PUBLIC PROCUREMENT***

### **1. Subject of the public procurement**

Subject of the public procurement no. 43/16 are the goods – Original spare parts for artificial snowing system Sufag

Code from the general public procurement glossary:

31700000 electronic, electromechanical and electrotechnical supplies

42957000-9 spraying machine parts

### **2. Lots**

The subject of this procurement is not divided into lots.

### ***III TYPE, TECHNICAL SPECIFICATIONS, QUANTITY AND DESCRIPTION OF GOODS, TERM AND POINT OF DELIVERY OF GOODS***

#### **1. Type of goods**

Subject of the public procurement no. 43/16 are the goods – Original spare parts for artificial snowing system Sufag

#### **2. Technical characteristics**

In conformity with the technical specification requirements from Chapter 4 of the Tender Documentation.

#### **3. Quantity and description of goods**

The Purchaser will order from the Supplier the amount and type of original spare parts in accordance with its needs, without obligation to order and buy all the spare parts listed in the technical specification, or form the structure of prices.

In cases of extreme urgency, the Purchaser can order the spare part that is not covered by the specification, according to the current Supplier price list.

#### **4. Term and point of delivery**

Original spare parts are delivered within the term specified in the bid form, to Zlatibor ski resort, CIP Zlatibor.

#### **IV TECHNICAL SPECIFICATION WITH PRICE STRUCTURE FORM**

The bidder is obliged to fill in the table of unit prices or to provide a list of required spare parts with unit prices, in free form.

P.бр.	Каталожки број (order number)	НАЗИВ	NAME	јединица мере (Unit)	Цена (price)
Zlatibor					
1	50712	Elisa za fiksni top	Fan for Super Snow 45	1 kom	
2	33329	Podrška obrtnom momentu STF	Torque support STF	1 kom	
3	51205	Izolacija hidrantskog ventila	Hydrant isolation	1 kom	
4	51116	Grejni element HDC hidrant motora	Heating element HDC hydrant motor	1 kom	
5	5330235 (50184)	Hidrantski komunikacioni kabal 20m	Connection cable for hydrant drive 22m 12G1 mm <sup>2</sup> M10/F10 PUR(Hidrantski kabal 20m complete 230 V)	1 kom	
6	we haven't found this item or code in any of the catalogues	Komunikacioni kabal za vezu sa računarom, 16 pinova, 20m dužine (model konektora kablova Harting Han 16 E M i Han 16 E F)	Communication cable 16-pin, 20m length (model of inserts Harting Han 16 E M and Han 16 E F)	1 kom	
7	50562*	Magnet za magnetni ventil 24 V AC	magnet for magnet valve 24 V AC	1 kom	
8	50215*	Magneti ventil	Magnet valve	1 kom	
9	50516	Senzor vodenog pritiska 0-40 bar	Water pressure sensor 0-40 bar	1 kom	
10	51130	Alati za popravku prstena mlaznicama	Repair kit Nozzlering	1 kom	
11	50590	Alati za čišćenje mlaznica	Nozzle cleaning kit	1 kom	
12	50046	Dizna 12G	Nozzle 12G	1 kom	
13	50052	Vazдушna dizna topa	Nozzle atomizer	1 kom	
14	50048	Dizna 15G	Nozzle 15G	1 kom	
15	50056	Drenažni ventil potpun za drenažu ispod topa	Draining Valve complete under the snow gun	1 kom	
16	35794	O-ring 24,5 x 1,8	O-ring 24,5 x 1,8	1 kom	
17	50056 ??	Ventili drenaže prstena dizni	Draining valves complete for drainage of nozzles	1 kom	
18	50596	O-ring 9x3,5 N/70	O-ring 9x3,5 N/70	1 kom	

19	50128*	Grejač 230 V	Heat Element-Water ring 230 V	1 kom	
20	50135	Opruga za grejač	Heat element spring	1 kom	
21	51077	Drenažni prsten kompletan	draining ring complete	1 kom	
22	50372 (2420121 or 36403)	Hidrantsko crevo od 2" kamlok NP 30bar dužine 20m	Hidraulik hose 2" Camlock NP 30bar 20m	1 kom	
23	50203	Osigurač nogara za nivelisanje	Retenion bolt leveling legs	1 kom	
24	50195	Držač nogara šasije	Support chassis legs	1 kom	
25	50196	Osigurač za zadržavanje 2008-	Retenion bolt 2008- I	1 kom	
26	50358	Nogar za nivelisanje	Levelling legs 2006-	1 kom	
27	51301	Elektricni motor podizača bubnja topa	electric barrel adjuster	1 kom	
28	50377	kružna zaštita za bubanj	round cover for drum	1 kom	
29	50378	velika zaštita topa	cover big	1 kom	
30	51063	hidraulično crevo 1,5" dužine 1,65m, crno	hydraulic hose 1,5" ; lenght 1,65m , black	1 kom	
31	50316	Zaptivač	Camlock gasket 2"	1 kom	
32	50492	O prsten poklopac filtera	O- ring filter lid	1 kom	
33	50515	Glava senzora temp i vlage	Hygroclip S3 white	1 kom	
34	50517	Kabl za senzor temp i vlage, dužine 4 m	Cable hygroclip S3 white, lenght 4m	1 kom	
35	50509	Zaštitno kućište senzora za temp i vlagu	Cover for temp/ humidity sensor	1 kom	
36	50546	Upravljački displej za top	Control unit for snow gun RCS2000 24V STF-SA Auto control boxRCS2024 STF-SA	1 kom	
37	50566	Hidrantski motor STF 230V	Hydrant motor STF 230 V	1 kom	
38	50599	O prsten za filter	O- ring for filter insert	1 kom	
39	we haven't found this item or code in any of the catalogues	SCHRACK IS5047PL63 TYTAN II 3-polni, komplet 63A	SCHRACK IS5047PL63 TYTAN II 3-pole, complete 63A	1 kom	
40	we haven't found this item or code in any of the catalogues	SCHRACK BO617516 LS-FI, C karakteristika, 16A/30mA/A C, 1-polni+N	SCHRACK BO617516 Combined MCB/RCD (RCBO) C16/1+N/30mA/Type AC	1 kom	
41	we haven't found this item or code in any of the catalogues	SCHRACK IS504719-A Utikač sa osiguračem DO2, 3x63A, za TYTAN II	SCHRACK IS504719-A Fuse Plug for TYTAN II, 3 x 63A, D02, complete	1 kom	

42	32361	Kučište utičnice	Housing B10 QV	1 kom	
43	31170	ženska utičnica B10	Female connector B10	1 kom	
44	32362	Zaštitni poklopac B10 QV	Protection cover B10 QV	1 kom	
45	32966	Kučište utičnice	Housing B16 QV	1 kom	
46	31068	ženska utičnica B16	Female connector B16	1 kom	
47	32967	Zaštitni poklopac B16 QV	Protection cover B16 QV	1 kom	
48	33727	hidraulična dizalica	Hidraulik lifting device lance	1 kom	
49	37762	Dizne za glavu zirafe-lansera	Nozzle for head of launchers(GEMINI CE Made in Austria seriennummer:504710)	1 kom	
50		Dichtung za dizne	Teflon seal for nozzles	1 kom	
51	38800	Dizne za glavu zirafe-lansera 50/10	Nozzle for head of launchers 5010GEMINI 1/4" Gevinde ;CE Made in Austria seriennummer:504710)	1 kom	
52	38801	Dizne za glavu zirafe-lansera 50/20	Nozzle for head of launchers 5020GEMINI 1/4" Gevinde ;CE Made in Austria seriennummer:504710)	1 kom	
53		Alat za demontiranje i montiranje dizni	Tools(For water nozzles from 2003; For mixing caps; For water nozzles until 2003; For nucleator application)	1 kom	
54	1956	Filter lansera-žirafe	Filterpatrone EECO Lanze	1 kom	
55	2559	Gumeni dichtung za kamlok 6-4 cola	"Ersatzteil"Dichtring fur kamlok 6-4 Zoll	1 kom	
56	34695	Vazdusno crevo L = 1520 mm	Airhose compressor L = 1520 mm	1 kom	
57	we haven't found this item or code in any of the catalogues	Adapter za vazduh širi sa odgovarajućom diktung gumicom	Connector adapter air wider with adequate rubber seal	1 kom	
58	33638	Upravljački displej žirafe	Control unit automatic system	1 kom	
59	36586 (5341397)	Akumulatorska baterija NiMH 10 ćelija, 12V, 930mAh	Acucumulater NiMh 10 piles, 12v 930mAh	1 kom	
60	37043 (5341399)	Akumulatorska baterija i komandna ploča za zatvaranje hidranta žirafe	Accumulator NiMH 24VAC / 24VDC / 2A (control for the lancer hydrant)	1 kom	
61	37704	Ventilski blok V2 kompletan	Valve block V2 complete	1 kom	



62	9380094 (04-7492)	Cev žirafe	Lancer stick Gemini Eco (Lanzenrohr ECO)	1 kom	
63	03-4182	Glava dizni za žirafu	Nozzle Head for lancer Düsenkopf ECO inkl. Düsengrundbestückung	1 kom	
64	987	spojnica sa zaključavanjem creva vode	Camlock 1,5 Zoll IG Außenteil	1 kom	
65	2559	Dichtung za spojnice creva vode	**Ersatzteil** Dichtring für Kamlok 6-4 Zoll	1 kom	
66	04-6488	Kućište filtera za vodu	Wasserfiltergehäuse	1 kom	
67	0646	Stezna spojnica (šelna)	Victaulickupplung	1 kom	
68	1956	Filter za vodu	Filterpatrone EECO Lanze	1 kom	
69	33153	Relejni prekidač SCHRACK, CB relay 8 channels, 24 VAC 8A/250VAC	CB relay 8 channels, 24 VAC 8A/250VAC	1 kom	
70		Relejni prekidač SCHRACK, CB relay 8 channels, 24 VAC 10A/250VAC	CB relay 8 channels, 24 VAC 10A/250VAC	1 kom	
71	30740	Ležište za relej	Plug-in socket 8 channels	1 kom	
72	31582	motorni automatski osigurač SCHRACK BE400310	Motor Protection Circuit SCHRACK BE400310 Breaker 3P 6.3-10A	1 kom	
73	31064	SCHRACK BO617513 LS- FI, C karakteristika, 13A/30mA/AC, 1-polni+N	Leakage current switch C13/003 SCHRACK BO617513 Combined MCB/RCD (RCBO) C13/1+N/30mA/Type AC	1 kom	
74	32739	Kontaktor	Contactora 100-C16F10, 230 VAC	1 kom	
75	50001	Kompresor LE5-7S PP 400/3/50 CE SNOW	Compressor LE 5-7S PP 400/3/50 CE SNOW	1 kom	
76	32498	Kompresor N-751 komplet , 50 Hz	Compressor N- 751assembly 50 cps	1 kom	

Date:

PoS

Bidder's signature

## **V REQUIREMENTS FOR BIDDING IN THE PUBLIC PROCUREMENT FROM ART. 75 75. AND 76 AND INSTRUCTIONS HOW TO PROVE FULFILMENT OF THE CONDITIONS**

### **1. REQUIREMENTS FOR BIDDING IN THE PUBLIC PROCUREMENT FROM ART. 75 75. AND 76 OF THE LPP**

**1.1.** The entitled bidders in this public procurement is the bidder who meets the **compulsory conditions** prescribed in Article 75 of the LPP, as follows:

1. The bidder must be registered with the competent body, i.e. inscribed in the proper register (*Article 75, paragraph 1, item 1) of the Law*);
2. The bidder and their legal representative must not be convicted of any criminal act as a member of an organized criminal group, as well as any criminal act against commerce, environment, act of receiving or offering bribe, fraud (*Article 75, paragraph 1, item 2) of the Law*);
3. The bidder shall pay all the due taxes, contributions and other public levies in accordance with the regulations of the Republic of Serbia or a foreign country if they have a registered seat on its territory (*Article 75, paragraph 1, item 4) of the Law*);
4. In the composition of their bid the bidder shall explicitly state that they have observed all obligations regarding any valid regulations on occupational safety, employment and work conditions, environmental protection, and they shall state that they are not banned from performing the activity effective at the moment of bid submission (*Article 75, paragraph 2 Of the Law*).

**4.1.** If the bidder is bidding with a subcontractor, pursuant to Article 80 of the LPP, the subcontractor must meet the requirements referred to in Article 75, Paragraph 1, Items 1 to 4 of the LPP.

**4.2.** If the bid is submitted by a group of bidders, each bidder from the group of bidders shall fulfil the requirements referred to in Article 75, paragraph 1, items 1 to 4 of the LPP.

### **2. INSTRUCTION HOW TO PROVE COMPLIANCE WITH REQUIREMENTS – COMPLIANCE FORM**

Bidders shall prove **compliance with the requirements** for bidding in the public procurement No. 43/16 by submitting a statement in which he states under penalty of perjury that he complies with the requirements, which is a comprising part of the documentation herein.

Pursuant to Article 77 Paragraph 4 of the Law on Public Procurement (Official Gazette of the RS, No 124/12, 14/15, 68/15)

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(Bidder's name)

is making the following:

### **S T A T E M E N T**

#### **ON COMPLIANCE WITH THE REQUIREMENTS FOR BIDDING IN THE PUBLIC PROCUREMENT 43/16**

Under penalty of perjury we hereby confirm that we comply with all the compulsory requirements for bidding in a public procurement of original spare parts for artificial snowing system Sufag as stated in the tender documentation, as follows:

- 1) The bidder must be registered with the competent public authority or enlisted in the appropriate register (Art. 75, Par. 1, Item 1 of the LPP);
- 2) The bidder and its legal representative have not been convicted for any criminal offence as members of an organized criminal group; that it has not been convicted for commercial criminal offence, criminal offence against environment, criminal offence of receiving or offering bribe, criminal offence of fraud (Art. 75, Par. 1, Item 2 of the LPP);
- 3) The bidder must settle all taxes, contributions and other public liabilities in line with the regulations of the Republic of Serbia or a foreign state where the bidder's seat is located (Art. 75, Par. 1, Item 4 of the LPP).

Date:

PoS

Bidder's signature

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Note: The bidder shall immediately inform in writing the Procuring Entity of any change with respect the compliance with the public procurement requirements that occurs before the decision is made, and/or before the contract is concluded, and/or during the contract validity, and provide relevant accompanying documents.

## ***VI CONTRACT ELEMENTS TO BE NEGOTIATED UPON AND THE MANNER OF NEGOTIATIONS***

The subject of the negotiations shall be the unit prices of the spare parts.

The negotiation process shall commence immediately after the bid is opened, with an authorized representative of the bidder who has submitted the bid. There shall be two rounds of negotiations, before the bidder offers his final price.

Prior to the initiation of the negotiations, the representative of the bidder must submit to the committee a written authorisation to attend the bid opening procedure and the authorisation to negotiate, stamped and signed by the legal representative of the bidder.

If the authorised representative does not attend the negotiation procedure, it shall be assumed that his final price is the price stated in the bid.

It is not permitted to offer a higher price in the negotiation process than the price stated in the bid.

The Procuring Entity reserves the right, if a representative of the bidder is not present in the process of negotiation, negotiation attempts to carry out with the bidder by e-mail, if it assesses that this is necessary.

The Procuring Entity shall make sure in the negotiation process that the contractual price is not higher than the comparative market price and shall diligently check the quality of the subject of the procurement.

The Procuring Entity shall make a record on the negotiation process.

## ***VII INSTRUCTIONS TO BIDDERS ON HOW TO PREPARE THE BID***

### ***1. DATA ON THE LANGUAGE IN WHICH THE BID MUST BE MADE***

The bid shall be written in the Serbian language and/or in the English language.

**The statement on compliance with the requirements for bidding in the public procurement must be in Serbian language.**

The tender document is made on Serbian and English language.

In case of disagreement of two versions, authoritative version of tender document is version in Serbian language.

### ***2. THE MANNER IN WHICH THE BID MUST BE MADE***

Bidder shall submit the bid in person or by mail in a sealed envelope or box, so that at its opening it can be verified that it has been opened for the first time.

The back of the envelope shall contain the correct name and address of the bidder.

In case a bid is submitted by a group of bidders, it shall be stated on the envelope that it is submitted by a group of bidders and it shall contain the names and addresses of all the joint bidders.

The bid shall be submitted to the following address: PE "SKI RESORTS OF SERBIA", Milutina Milankovica 9, 11 070 New Belgrade, with the following note: "**A bid in a public procurement procedure for– Original spare parts for artificial snowing system Sufag, PP No. 43/16 – DO NOT OPEN**". The bid shall be deemed timely if it has been received by the Procuring Entity before the deadline for submitting bids has **expired – 13.09.2016, by 12 a.m., local time. The bid opening procedure and the negotiation procedure shall be on the same day, 13.09.2016., commencing at 12.30 p.m.**

Upon receipt of each bid, the Procuring Entity shall record on the envelope, i.e. box, containing the bid the time of receipt and record the number and date of the bid in the order of arrival. If a bid is submitted in person, the Procuring Entity shall give to the bidder a certificate of receipt. In this certificate of receipt, the Procuring Entity shall state the date and time of the receipt of the bid.

The bid that the Procuring Entity does not receive within the deadline set for the receipt of bids, i.e. which is received after the date and hour set as the deadline for the receipt of bids, shall be deemed untimely.

A bid must comprise the following:

- Bid form (filled in, stamped and signed)
- Evidences of fulfilment of the conditions for participation in public procurement, prescribed by Art. 75 Paragraph 1 of the LPP;
- Price breakdown with a spare parts list (filled in, stamped and signed)
- Statement on the independent Bid (filled in, stamped and signed);
- Statement on Conformity with Art. 75, Paragraph 2 of the LPP. (filled in, stamped and signed)
- Contract model (filled in, stamped and signed)

### **3. LOTS**

The subject of this procurement is not divided into lots.

### **4. BIDS WITH VARIATIONS**

Bids with variations are not allowed.

### **5. AMENDMENTS, SUPPLEMENTS AND CANCELLATION OF BIDS**

Within time limits for submitting the bid, the bidder may change, amend or revoke its bid in the manner specified for bid submission.

The bidder shall clearly mark the part of the bid which is being changed, and/or subsequently added to the document.

The amendments, supplements or cancellations shall be submitted to the following address: PE Ski Resorts of Serbia, Milutina Milankovica 9, New Belgrade, with the following note:

"Amendments to the public procurement – Original spare parts for artificial snowing system Sufag, PP No. 43/16 – DO NOT OPEN" or

"Supplements to the public procurement – Original spare parts for artificial snowing system Sufag, PP No. 43/16 – DO NOT OPEN" or

"Cancellation of the public procurement – Original spare parts for artificial snowing system Sufag, PP No. 43/16 – DO NOT OPEN" or

"Amendments and supplements to the public procurement – Original spare parts for artificial snowing system Sufag, PP No. 43/16 – DO NOT OPEN" .

The back of the envelope or the box shall contain the correct name and address of the bidder. In case a bid is submitted by a group of bidders, it shall be stated on the envelope that it is submitted by a group of bidders and it shall contain the names and addresses of all the joint bidders.

After the deadline for submission of bids has expired, a bidder is not allowed to change his bid.

### **6. PARTICIPATION IN A JOINT BID OR AS A SUBCONTRACTOR**

A bidder may submit one bid only.

The bidder who has independently submitted its bid cannot simultaneously participate in some other bid as a joint bidder or as a subcontractor, nor can he participate in several joint bids.

In the Bid Form (Chapter VIII), the bidder shall state the manner in which he is submitting the bid, i.e. whether he is bidding independently or as a joint bidder, or with a subcontractor.

### **7. BIDS WITH A SUBCONTRACTOR**

If a bidder is bidding with a subcontractor, he shall state in the Bid Form (Chapter VIII) that he is bidding with a subcontractor, the percentage of the total procurement value to be entrusted with the subcontractor, which may not exceed 50% as well as the part of the subject of the public procurement to be executed by the subcontractor.

In the Bid Form, the bidder shall state the name and the head office address of the subcontractor, if he is to entrust a subcontractor with the execution of a part of the procurement.

If the Procuring Entity and the bidder who is bidding with a subcontractor conclude the contract on public procurement, the subcontractor shall be indicated in the public procurement contract.

The bidder shall submit evidence for the subcontractors on compliance with the requirements stated in Chapter V of the tender documentation, in accordance with the Instructions on how to prove compliance with the requirements.

The bidder shall be fully responsible to the Procuring Entity for the execution of all the liabilities under the procurement, i.e. the contractual obligations, regardless of the number of subcontractors.

The bidder shall provide access to the Procuring Entity, upon the Procuring Entity's request, to the subcontractor for the purpose of determining compliance with the requirements.

### **8. A JOINT BID**

Bid may submit a group of bidders.

If a bid submits a group of bidders, an integral part of joint bid must be an agreement by which bidders from a group, to each other, and to ordering party, commit on the execution of public procurement, which contains information from Article 81, Paragraph 4 of the Law, and information about:

- 1) a group member, who will be the main contractor, that is, who will submit a bid and who will represent a group of bidders before ordering party,
- 2) job description of each bidder from a group of bidders in the execution of a contract.

Group of bidders is obliged to submit all evidence of compliance with the conditions set out in Chapter V of the tender documentation, in accordance with the instructions on how to prove fulfillment of conditions.

Bidders from a group shall have unlimited liability to the ordering party.

### **9. METHOD AND TERMS OF PAYMENT, GUARANTEE PERIOD, AND OTHER CIRCUMSTANCES THAT DETERMINE THE ACCEPTABILITY OF A BID**

#### **9.1. Requirements regarding the method and terms and conditions of payment.**

The deadline for payment 10 days from the date of delivery of spare parts, pursuant to a document supplied by the bidder, in accordance with contract.

The advance payment is not allowed.

#### **9.2. Requirements regarding the guarantee period**

The bidder shall state the duration of the guarantee period for the spare parts in the Bid Form.

#### **9.3. Requirements regarding the term**

The bidder shall state the term of delivery for the spare parts in the Bid Form.

Point of delivery shall be Zlatibor ski resort.

#### **9.4. Requirements regarding bid validity period**

Bid validity period may not be shorter than 30 days from the day of the bid opening.

In the case that the validity of a bid has expired, the Procuring Entity shall ask the bidder in writing for the extension of the validity period.

The bidder that accepts the extension request may not change the bid.

#### ***10. CURRENCY AND A WAY IN WHICH A PRICE IN A BID MUST BE EXPRESSED AND OFFERED***

Price must be expressed in dinars. Procuring Entity allows bidder to express offered price in euros (for conversion into dinars medium exchange rate of NBS will be used, on the day when opening of bids is initiated), with and without value added tax, with all costs included, that the bidder has in the realization of the subject procurement, provided that for the evaluation of a bid price without value added tax will be taken into account.

Price includes all costs that bidder has in the realization of the subject of public procurement. Prices can be changed during realization of the contract, once annually, in accordance with annual alignment of Suppliers pricing list.

#### ***11. INFORMATION ON TYPE, CONTENT, METHOD OF INVITATION TO PROCUREMENT, AMOUNT AND DEADLINES OF SECURING THE FULFILLMENT OF OBLIGATIONS OF A BIDDER***

Purchaser does not seek financial security funds in this procurement procedure.

#### ***12. DATA CONFIDENTIALITY PROTECTION THAT ORDERING PARTY PLACES AT BIDDER'S DISPOSAL, INCLUDING THEIR SUB-CONTRACTORS***

Procurement in subject, does not contain confidential information that ordering party places at disposal.

#### ***13. ADDITIONAL INFORMATION OR CLARIFICATION REGARDING A BID PREPARATION***

Interested person may, in writing, by mail to the address of ordering party or by e-mail [daliborka.vukojevic@skijalistasrbije.rs](mailto:daliborka.vukojevic@skijalistasrbije.rs) ask from ordering party, additional information or clarifications in connection with the preparation of the bid, no later than 5 days before the deadline for invitation to bid, and can to point to ordering party on possibly observed deficiencies and irregularities in the tender documentation.

Ordering party shall, within 3 (three) days from the day of the request receipt for additional information or clarifications of the tender documentation, publish an answer on the Public Procurement Portal and on its website.

Additional information and clarifications should be addressed with a note "Request for additional information and clarifications of the tender documentation PP no. 43/16:."

If ordering party changes or amendments tender documentation 8 or fewer days before the deadline for submission of bids, is obliged to extend deadline for submission of bids and public a notice of deadline extension for submission of bids.

Upon the deadline expiry provided for submission of bids, ordering party cannot alter, nor amend tender documentation.



Asking for additional information or clarification in connection with the preparation of the bid, is not allowed by telephone.

Communication in the procurement process is carried out only in the manner specified by Article 20 of the Law.

#### ***14. ADDITIONAL CLARIFICATIONS FROM THE BIDDER AFTER BID OPENING AND ORDERING PARTY CONTROL OR ITS SUB-CONTRACTOR***

After the bid opening, ordering party may, during expert assessment of bids, in writing to request additional explanations from a bidder, that will help him during review, evaluation and comparison of bids, and can control (inspection) bidder, or its sub-contractor (Article 93 of the Law).

If ordering party determines that further clarifications are necessary, or is necessary to control (inspection) a bidder, or its sub-contractor, ordering party shall give appropriate deadline to comply with the invitation of ordering party, that is, to enable ordering party to control a bidder, as well as its sub-contractor.

Ordering party may, with the consent of a bidder to perform the correction of computer errors, observed during consideration of a bid after the opening.

In case of difference between unit and total price, unit price is authoritative.

If a bidder does not agree with the correction of calculation errors, ordering party shall reject its bid as unacceptable.

#### ***15. ELEMENTS OF A CONTRACT WHICH WILL BE DISCUSSED AND A NEGOTIATING METHOD***

The subject of the negotiations shall be the unit prices of the spare parts.

The negotiation process shall commence immediately after the bid is opened, with an authorized representative of the bidder who has submitted the bid. There shall be two rounds of negotiations, before the bidder offers his final price.

Prior to the initiation of the negotiations, the representative of the bidder must submit to the committee a written authorisation to attend the bid opening procedure and the authorisation to negotiate, stamped and signed by the legal representative of the bidder.

If the authorised representative does not attend the negotiation procedure, it shall be assumed that his final price is the price stated in the bid.

It is not permitted to offer a higher price in the negotiation process than the price stated in the bid.

The Procuring Entity reserves the right, if a representative of the bidder is not present in the process of negotiation, negotiation attempts to carry out with the bidder by e-mail, if it assesses that this is necessary.

The Procuring Entity shall make sure in the negotiation process that the contractual price is not higher than the comparative market price and shall diligently check the quality of the subject of the procurement.

The Procuring Entity shall make a record on the negotiation process.

#### ***16. TYPE OF CRITERIA FOR AWARDING A CONTRACT, ELEMENTS OF CRITERIA ON WHICH A CONTRACT IS AWARDED, AND METHODOLOGY FOR AWARDING WEIGHTS FOR EACH ELEMENT OF A CRITERIA***

“Lowest offered price”.

***17. ELEMENTS OF THE CRITERIA ON WHICH ORDERING PARTY WILL AWARD A CONTRACT IN A SITUATION WHERE THERE ARE TWO OR MORE BIDS WITH EQUAL NUMBER OF WEIGHT OR THE SAME OFFERED PRICE***

It is not applicable in the subject public procurement procedure.

***18. OBEYING OBLIGATIONS DERIVING FROM CURRENT REGULATIONS***

Bidder is obliged within its offer to deliver statement made under criminal and financial liability, that he respected all obligations arising from current regulations on work safety, employment and working conditions, environmental protection, and to guarantee that holds intellectual property rights. (Statement form, given in chapter XII of the tender documentation).

***19. USE OF PATENT AND LIABILITY FOR BREACH OF PROTECTED INTELLECTUAL PROPERTY RIGHTS OF THIRD PARTIES***

Fee for patent use, as well as responsibility for the breach of protected intellectual property rights of third parties, bears the bidder.

***20. MANNER AND DEADLINE FOR SUBMISSION OF REQUEST FOR PROTECTION OF BIDDERS RIGHTS.***

Request for protection of rights may submit a bidder, or interested person, who has an interest in the awarding of contracts, in particular public procurement procedure, and who has suffered or could suffer damage due to actions of ordering party, contrary to law.

Request for protection of rights should be submitted to ordering party, and a copy simultaneously to Republic Commission.

Request for protection of rights may be submitted during the entire public procurement procedure, against any action of ordering party, unless the law provides otherwise.

Request for protection of rights, challenging procedure type, contents of the call for bids submission or bidding documentation shall be deemed timely, if received by ordering party no later than seven days before deadline for bids submission, regardless of the method of delivery, and if the applicant is in line with Article 63, Paragraph 2 of the Law, pointed out to ordering party any deficiencies and irregularities, and ordering party did not remove them.

Request for protection of rights challenging actions that ordering party takes, prior to deadline for submission of bids, and after expiry of the period from paragraph 3 of Article 149 LPP, will be considered timely, if it is filed no later than the deadline for tenders submission.

After bringing a decision of awarding a contract, and the decision to terminate the proceeding, the deadline for filing request for protection of rights is ten days from the date of decision publication on the Public Procurement Portal. With a request for protection of rights, acts of ordering party in the procedure of public procurement process cannot be challenged, if the applicant was or could have been aware of the reasons for its submission before the deadline for submission of a request from paragraph 3 and 4 of this Article, and claimant had not submitted it before that deadline.

If in the same procedure of public procurement once again was submitted request for protection of rights, from the same claimant, in this claim cannot be challenged actions of ordering party for which claimant knew or should have known when submitting the previous request.

Request for protection of rights does not retain further activities of ordering party in a public procurement procedure, in accordance with the provisions of Article 150 of LPP.

Ordering party publishes a notice on the filed request for protection of rights on the Public Procurement Portal, and on its website no later than two days from the date of receipt of request for protection of rights, which contains information from Annex 3Lj.

Request for protection of rights must contain:

- 1) name and address of applicant and a contact person;
- 2) name and address of ordering party
- 3) data on public procurement which is the subject of the request, that is, of the decision of ordering party
- 4) violations of regulations governing public procurement procedure;
- 5) facts and evidence to prove the violation;
- 6) receipt of fees payment from Article 156 of this Law;
- 7) applicant signature

**If a submitted request for protection of rights does not contain all necessary elements, ordering party shall reject such request by a conclusion.**

Submitter of request for protection of rights is obliged to, on a certain account of the budget of Republic of Serbia, pay fee of 60,000 dinars

All instructions, as well as examples and a way of filling in payment slip, in detail can be seen on the official webpage of the Republic Commission for Protection of Rights in the Public Procurement Procedures.

<http://www.kjn.gov.rs/download/Taksa-popunjani-nalozi-ci.pdf>

### **INFORMATION ON HOW TO PAY FEE FOR SUBMITTING REQUEST FOR PROTECTION OF RIGHTS**

Complete instructions on payment of fees can be seen on the website of Republic Commission for Protection of Rights, link:

<http://www.kjn.gov.rs/ci/uputstvo-o-uplati-republicke-administrativne-takse.html>

#### ***21. DEADLINE IN WHICH A CONTRACT WILL BE SIGNED***

Ordering party shall contract of public procurement, deliver to bidder to whom a contract is awarded, within 8 days of the expiry deadline for filling a request for protection of rights.

## VIII BID FORM

Bid no. \_\_\_\_\_ of \_\_\_\_\_ for the public procurement – Original spare parts for artificial snowing system Sufag, PP No. 43/16.

### 1) GENERAL DATA ON THE BIDDER

Bidder's name:	
Bidder's address:	
Bidder's registry number:	
Bidder's tax identification number (TIN):	
Contact person:	
Bidder's e-mail:	
Telephone:	
Fax:	
Bidders account number and the name of the bank:	
Person authorised to conclude contracts:	

### 2) THE BID IS SUBMITTED:

<b>A) INDEPENDENTLY</b>
<b>B) WITH A SUBCONTRACTOR</b>
<b>C) AS A JOINT BID</b>

*Note: please circle the method of submitting the bid and enter the data on the subcontractor if the bid is submitted with a subcontractor, i.e. the data on all the participants in a joint bid if a bid is submitted by a group of bidders.*

3) Bid no. \_\_\_\_\_ of \_\_\_\_\_ for the public procurement – Original spare parts for artificial snowing system Sufag, PP No. 43/16.

Total price VAT excluded	The financial value of the contract amounts to 2.900.000,00 dinars without VAT, based on the unit prices of the offers.
Term and method of payment	Payment within 10 days from the date of delivery of spare parts, pursuant to a document supplied by the bidder, in accordance with contract.
Term of delivery:	_____ days upon receiving a written order from the Purchaser.
Guarantee period	_____ months from the day of delivering spare parts.
Point and method of delivery:	CIP Zlatibor ,ski resort
Bid validity term:	_____ days from the day of bid opening procedure.

Date

PoS

Bidder

\_\_\_\_\_

*The bidder shall fill in the Bid Form, stamp it and sign, which confirms that the information in the Bid Form is accurate. If bidders are bidding in a joint bid, the group of bidders may choose the option in which all the bidders from the group of bidders sign and stamp the Bid Form or the group of bidder may delegate one bidder from the group of bidders who shall fill in, sign and stamp the Bid Form.*

#### 4) DATA ON THE SUBCONTRACTOR

1)	<i>Subcontractor's name:</i>	
	<i>Address:</i>	
	<i>Registration number:</i>	
	<i>Tax identification number (TIN):</i>	
	<i>Name of the contact person:</i>	
	<i>The percentage of the total value of the procurement which shall be executed by this subcontractor:</i>	
	<i>The part of the subject of the procurement which shall be executed by the subcontractor:</i>	
2)	<i>Subcontractor's name:</i>	
	<i>Address:</i>	
	<i>Registration number:</i>	
	<i>Tax identification number (TIN):</i>	
	<i>Name of the contact person:</i>	
	<i>The percentage of the total value of the procurement which shall be executed by this subcontractor:</i>	
	<i>The part of the subject of the procurement which shall be executed by the subcontractor:</i>	

**Note:**

*The form "Data on the Bidder" are to be submitted only by those bidders who bid with a subcontractor, and if there is a greater number of bidders than the boxes in the table, the form should be photocopied in a sufficient number of copies, filled in and submitted for each bidder.*

**5) DATA ON THE BIDDER IN A JOINT BID**

1)	<i>Data on the bidder in a joint bid:</i>	
	<i>Address:</i>	
	<i>Registration number:</i>	
	<i>Tax identification number:</i>	
	<i>Name of the contact person:</i>	
2)	<i>Data on the bidder in a joint bid:</i>	
	<i>Address:</i>	
	<i>Registration number:</i>	
	<i>Tax identification number:</i>	
	<i>Name of the contact person:</i>	
3)	<i>Data on the bidder in a joint bid:</i>	
	<i>Address:</i>	
	<i>Registration number:</i>	
	<i>Tax identification number:</i>	
	<i>Name of the contact person:</i>	

**Note:**

*The form "Data on the Bidder in a Joint Bid" are to be submitted only by those bidders who bid in a joint bid, and if there is a greater number of bidders than the boxes in the table, the form should be photocopied in a sufficient number of copies, filled in and submitted for each bidder who is bidding in a joint bid.*

## ***IX PRICE STRUCTURE FORM, WITH THE INSTRUCTIONS ON HOW TO FILL IT IN***

The price structure form is in Chapter 4 of bidding documents.

With the bid, the bidder shall also submit the spare parts specifications with item prices for each part, with included all the costs of the public procurement, on the price structure form which is integral part of this documentation , or in free form.





## ***XI STATEMENT ON INDEPENDENT BID FORM***

Pursuant to Article 26 of the LPP, \_\_\_\_\_,  
(Bidder's name)  
is making the following:

### **STATEMENT ON THE INDEPENDENT BID**

I hereby declare under penalty of perjury that I have submitted the bid in the public procurement procedure Original spare parts for artificial snowing system Sufag, no. 43/16 independently, without agreement with other bidders or stakeholders.

Date:

PoS

Bidder's signature

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*Note: in case of reasonable doubt in the accuracy of the statement on independent bid, the Procuring Entity shall immediately inform the relevant competition protection body. The body competent for the protection of competition may ban the bidder, i.e. stakeholder from bidding in the public procurement if it establishes that the bidder, i.e. the stakeholder has violated competition rules in the public procurement procedure in accordance with the law governing competition protection..*

***If the bid is submitted by a group of bidders,** the Statement must be signed by an authorised person of each bidder in the group of bidders and verified by stamp.*

**XII STATEMENT ON CONFORMITY WITH ART. 75, PARAGRAPH 2 OF THE LPP.**

Regarding Article 75 Paragraph 2 of the Law on Public Procurement, as the representative of the bidder, I am hereby making the following

STATEMENT

The bidder .....(state the name of the bidder) in the public procurement procedure – Original spare parts for artificial snowing system Sufag, No. 43/16, has complied with all the obligations arising from current regulations on safety at work, employment and working conditions, environmental protection, and there is no ban on performing the activity which is in force at the time of submitting the bid.

Date:

PoS

Bidder's signature

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*Note: **If the bid is submitted by a group of bidders,** the Statement must be signed by an authorised person of each bidder in the group of bidders and verified by stamp.*

### ***XIII CONTRACT MODEL OF PROCUREMENT ORIGINAL SPARE PARTS, 43/16***

Concluded between:

**Public Enterprise "Ski Resorts of Serbia"**, with head office in New Belgrade, Milutina Milankovica 9, represented by the Act. Manager Mr. Dejan Ljevnaic (hereinafter referred to as the Purchaser), tax identification number 104521515

and

**Company** \_\_\_\_\_ with head office in \_\_\_\_\_, address \_\_\_\_\_ represented by \_\_\_\_\_ (hereinafter referred to as the Supplier), TIN \_\_\_\_\_.

The contracting parties agree on the following:

- That the Purchaser has conducted the negotiation procedure without publishing invitation for tender, for public procurement of original spare parts for artificial snowing system Sufag, number of procurement 43/16, according to the Article 36. Clause 1. Item 2. of the Law on Public Procurement and positive opinion of Public Procurement Office, no. 404-02-1444/16 dated on 12.05.2016.;
- That the Supplier has submitted Bid no. \_\_\_\_\_ dated \_\_\_\_\_ 2016. in negotiation procedure without publishing invitation no. 43/16, registered with the Purchaser under the number \*\*\* dated \*\*\*.;
- That the Purchaser has made the decision on contract award to the Supplier no. of decision \*\*\*\* dated on \*\*\*\* for public procurement of original spare parts for artificial snowing system Sufag.

#### **Subject**

##### **Article 1**

The subject of the Agreement herein is the purchase of original spare parts for artificial snowing system Sufag (hereinafter: Spare Parts), in accordance with the unit prices quoted in the Supplier's bid no. \_\_\_\_\_ of \_\_\_\_\_ 2016, registered with the Purchaser under number \*\*\* of \*\*\* 2016. comprising an integral part of the Agreement herein and is an Appendix to the Agreement herein.

#### **Prices**

##### **Article 2**

Unit prices of the Spare Parts are quoted in the Supplier's bid from Article 1 herein.

The Purchaser shall require delivery of the Spare Parts periodically and successively, in accordance with their needs, without having to buy all the Spare Parts included in the Supplier's bid from Article 1 herein.

The value of the Agreement herein for Spare Parts stipulated in Article 1 is amounting to **2.900.000,00 RSD VAT excluded**.

In cases of extreme urgency, the Purchaser can order the spare part that is not covered by the specification, according to the current Supplier price list.

Prices can be changed during realization of the contract, once annually, in accordance with annual alignment of Suppliers pricing list, and the Supplier is obliged to inform the Purchaser in written about changed prices and to deliver to the Purchaser the new price list.

### **Manner of payment**

#### **Article 3.**

The Purchaser shall pay the contract price, within 10 days from the day of delivery of spare parts from Article 1. of this Contract.

The day of delivery of spare parts shall be considered the date of signing of the Minutes of the quantitative - qualitative receipt from Article 6. of this Contract.

### **Delivery term and contract penalty**

#### **Article 4**

The Supplier shall deliver the Spare Parts successively, at the frequency and amounts specified by the Purchaser, without obligation to buy all spare parts that are listed in the technical specification.

The place of delivery for the Spare Parts is CIP Zlatibor.

The Parties agree that the Supplier shall deliver the spare parts within \_\_\_\_\_ days upon receiving a written order from the Purchaser.

If the Supplier does not deliver spare parts from the Article 1. of this Contract within the term determined 4. of this Contract, he is obliged to pay to the Purchaser a contract penalty amounting 10 % of the total price of delivery value, for each day of delay.

The Purchaser shall, in accordance with the provisions of this Contract, determine the number of days in exceedance of the agreed period by the Supplier and, on that basis, shall calculate the amount of penalty, which will reduce the amount of the payment of the agreed price.

The Purchaser will provide the calculation of the penalties, i.e. the Liquidated Damages, to the Supplier together with the document "Compensation Declaration" in two copies. The Supplier is bound to return one stamped and signed copy of "Compensation Declaration" to the Purchaser. Upon receipt of the signed and stamped copy, the Purchaser will make a payment of the invoice in amount reduced for the accrued penalties.

In the event that damage was caused to the Purchaser by non-delivery or dishonest or poor quality of delivery or delays in delivery, which exceeds the value of the liquidated damages, the Purchaser has the right to demand the compensation of damages.

### **Technical specifications and warranty**

#### **Article 5**

The Supplier shall deliver the Spare Parts in accordance with applicable quality standards, and in accordance with the relevant technical regulations and standards.

The Spare Parts in Article 1 herein, must be brand new and unused, of current production, without any damage or defect and must fully comply with the technical characteristics specified in the technical documents issued by the original manufacturer.

The Supplier shall issue a warranty for the Spare Parts valid for \_\_\_\_\_ months.

In the event quality defects are detected in the Spare Parts from Article 1 herein, the Supplier shall have such Parts removed or replaced within 10 days upon receiving a defective part.

## **Qualitative and quantitative inspection**

### **Article 6**

On each individual supply of goods, the Purchaser shall perform qualitative and quantitative inspection of the Spare Parts.

The quantitative and qualitative inspection of the Spare Parts from Article 1 herein shall be performed by an authorized person of the Purchaser, on handover; all in accordance with the Supplier's shipping documents.

Upon the quantitative and qualitative inspection, the authorized persons of the Purchaser and Supplier shall make a signed and verified Record.

All the costs incurred by subsequent delivery of the inadvertently undelivered parts or by replacement of the parts of unsatisfactory quality are to be borne by the Supplier.

The deadline for resolving complaints is 10 days upon receiving a defective part.

## **Transitional and final provisions**

### **Article 7**

This Agreement shall have legal effect from the date it is signed by the authorized persons of both Parties and shall be concluded for the period of use of financial resources referred to in Article 2, paragraph 3 of this Agreement.

When the Purchaser use the funds allocated for Spare Parts under the Agreement herein, the Agreement shall terminate, and the Purchaser shall inform the Supplier on such termination in writing.

In the event that the portion of the Purchaser performed under this contract in the next financial year, the Purchaser reserves the right to change the financial value of the contract in case of changes in the financial plan of the Purchaser.

In the event of any breach of obligations by either Party, such breach being failure to perform, failure to perform in the manner agreed, or failure to perform within deadlines agreed upon, the other Party is entitled to terminate the agreement because of breach in the manner prescribed by the law governing contractual relations.

### **Article 8**

The agreed applicable law is the law of Republic of Serbia.

All matters not stipulated in the Agreement, shall be governed by the provisions of the Law of Republic of Serbia and regulations governing materials of the Agreement and which were in force in Republic of Serbia on the day the Agreement was concluded.

### **Article 9**

The contractual parties shall endeavor to resolve any disputes by mutual agreement, otherwise, disputes will be resolved by the competent court in Belgrade, Republic of Serbia.

### **Article 10**

The Agreement herein is drawn in Serbian and English languages.

In case of discrepancies between the two versions of the Agreement, the one in Serbian and the one in English, the competent version of the agreement is that drawn in Serbian.

The language of communication between the Parties and for the related correspondence shall be English or Serbian.

### **Article 11**

The Agreement is made in four (4) identical copies, of which each Party withholds two (2) copies.

FOR THE SUPPLIER  
DIRECTOR

FOR THE PURCHASER  
Acting Director  
Dejan Ljevnaic

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#### **NOTE:**

This model contract represents the contents of the contract to be signed with the selected bidder (with possible changes that are subject to negotiations).

This model contract represents the contents of the contract to be signed with the selected bidder. In case the bidder does not sign the last page of the model contract, the offer will be rejected as unacceptable in terms of the provisions Art. 106 paragraph 1 item 5) of the Law on Public Procurement.