

INVITATION FOR SUBMISSION OF TENDERS

**Public city transportation company „Novi Sad“, Novi Sad
Futoški put 46
21101 Novi Sad**

Based on article 55. Paragraph 1, Item 2 and Item 60 of the Public Procurement Law (“Official Gazette of the Republic of Serbia” No. 124/2012, 14/2015 and 68/2015; hereinafter referred to as: PPL) and Decision for starting of public procurement open procedure No. 5838 from Jul 04th, 2018, announces

INVITATION FOR SUBMISSION OF TENDER

- Purchaser name: Public city transportation company „Novi Sad“, Novi Sad.
- Purchaser address: Futoški put 46, 21101 Novi Sad.
- Purchaser category: Public company.
- Purchaser website: www.gspns.rs
- Type of public procurement procedure: open procedure.
- Object of the public procurement is procurement of goods: FUELS DIESEL.
- Name and label from General procurement vocabulary: fuels - 09100000-0.
- Criteria for awarding the contract is „lowest price offer“.
- Obtaining of tender documentation method, i.e. the Internet address where the tender documentation is available: from the date of publication of the invitation for submission of tenders on public procurement portal and the website of the purchaser (www.gspns.rs) it is enabled for interested persons direct insight in tender documentation and downloading of tender documentation.
- The method of submitting of tender and the deadline for submission of tenders:

The bidder shall submit tender directly or by mail in a sealed envelope or box, sealed in such a way that during the opening of the tenders could be determined with certainty that it is opened for the first time. On the back of the envelope or box indicate the name and address of the bidder.

In case that the tender is submitted by a group of bidders, it is necessary to indicate on the envelope that it is a group of bidders and list the names and addresses of all participants in the joint tender.

Tender to be submitted to the following address: JGSP NoviSad, Futoški put 46, 21101 Novi Sad, with a note "Tender for public procurement of goods - **FUELS DIESEL, PP No. 07/18, DO NOT OPEN BEFORE THE SESSION OF PUBLIC OPENING OF TENDER**".

- Deadlines in the procurement process run from the date of publication of the invitation on the Public Procurement Portal. Calculation of deadline for submission of tenders of 30 days from publication of the invitation to tender is performed so that the first day of the period is the first following day from the date of publication of invitation for submission on the Public Procurement Portal. Beginning and process of deadline do not prevent Sundays and public holidays. If the last day of the deadline falls on a Sunday or a public holiday or on any other day when the Purchaser does not work, the deadline expires on the next working day.

The tender is considered timely if received by the Purchaser **till August 03rd, 2018. at 11.00 hours**, as the deadline specified in the invitation to tender.

The tender which Purchaser is not received within the deadline set for the submission of tenders, i.e. which was received after the date and hour by which tenders must be submitted shall be considered untimely.

The Purchaser shall, upon receipt of a tender, on the envelope or box in which the tender is located, mark the time of receipt and record the number and date of the quotation in the order of arrival. If the tender is submitted directly purchaser shall submit to the bidder confirmation of receipt of the tender. In the acknowledgment of receipt the purchaser shall specify the date, hour of the receipt of the tender and reference number under which the tender is filed at the Purchaser.

- Location, time and method of opening of tenders: Tenders, for all groups, will be opened in public in Novi Sad, **on August 03rd, 2018, at 11.30 hours**, at the premises of the Purchaser in Novi Sad, Futoški put 46, in the Great Hall of the Purchaser, on the first floor. In the process of opening, the tenders will be opened in the order of arrival.

Representatives of the bidders, except directors of legal persons, who attend public tender opening, must be accompanied by a written authorization issued by the director of the legal person for participation in the public opening of tenders, clearly noting that the authorization refers to the public procurement. In the process of opening the tenders, can actively participate only authorized representatives of the bidders. The bidder who has not submitted a tender for any of the groups may only be treated as the general public in the procedure of opening of tenders for the group for which he has not submitted an offer.

- Deadline for decision: Purchaser will make the decision to award the contract within 25 days of the public tender opening, i.e. within 40 days of the public tender opening in especially justified cases such as massiveness and complexity of offer.
- Contact person: Katarina Lainović, e-mail: katarina.lainovic@gspns.rs , Fax: 021/4896710.
- Other information:
Competition is open to all bidders who fulfill obligatory conditions for participation in public procurement procedures pursuant to Articles 75 and 76 of the Law. With the tender, the bidder shall submit evidence on fulfillment of conditions from Article 77 of the Law and the Tender documentation for the procedure. A detailed description of the mandatory and additional requirements for participation in this public procurement is given in tender documentation.
- The Purchaser shall terminate the procurement procedure if conditions are not fulfilled for the award of contract from Article 109 of the Law.