

## SUPPLY PROCUREMENT NOTICE

### The Supply of 5-Door Saloon Cars for the Privatisation Agency of the Republic of Serbia – Institutional Support to the Privatisation Agency of the Republic of Serbia

**1. Publication reference**

N/A

**2. Procedure**

Local Open Tender

**3. Programme**

CARDS

**4. Financing**

Grant of the European Agency for Reconstruction

**5. Contracting Authority**

Privatisation Agency of the Republic of Serbia

## CONTRACT SPECIFICATION

**6. Description of the contract**

The supply of four 5-Door Saloon Cars for the use of the Privatisation Agency of the Republic of Serbia

**7. Number and titles of lots**

One lot

## TERMS OF PARTICIPATION

**8. Eligibility and rules of origin**

Participation is open on equal terms to all natural and legal persons [participating either individually or in a grouping (consortium) of tenderers] of the Member States, and the countries and territories of the regions covered and/or authorised by the Regulation or other specific instruments applicable to the programme under which the contract is financed (see also item 21 below). All goods supplied under this contract must originate in these countries.

**9. Grounds for exclusion**

Tenderers must provide documentary proof that they are not in any of the situations listed in point 2.3.3 of the *Practical Guide to contracts procedures financed by the general budget of the European Communities in the context of external actions*.

**10. Number of tenders**

Tenderers (including firms within the same legal group, other members of the same consortium, and sub-contractors) may submit only one tender. Tenders for parts of a lot will not be considered. Tenderers may not submit a tender for a variant solution in addition to their tender for the supplies required in the tender dossier.

#### **11. Tender guarantee**

Tenderers must provide a tender guarantee of 2% of the offered price in Euro when submitting their tender. This guarantee will be released to unsuccessful tenderers not later than 120 days after tender submission date, and to the successful tenderer(s) upon signature of the contract by all parties. This guarantee will be called upon if the tenderer does not fulfill all obligations stated in its tender.

#### **12. Information meeting/site visit**

Not applicable

#### **13. Tender validity**

Tenders must remain valid for a period of 90 days after the deadline for submission of tenders.

#### **14. Period of execution**

60 days from the date of signature of the contracts by both parties.

### **SELECTION AND AWARD CRITERIA**

#### **15. Selection criteria**

- Tenderers have an annual turnover of more than € 400,000 – on average for the last three years;
- Each tenderer or company within a Consortium must have at least 5 years manufacturing and/or supplying experience of the specified equipment;
- Tenderers must prove to have supplied similar projects in terms of volume and value at least twice in the past 2 years;
- Tenderers of a company within a Consortium must have experience of at least 3 years of after sales service and support of similar equipment in Serbia.

A reference list and details of any quality systems must be attached to the tender.

#### **16. Award criteria**

Lowest priced administratively and technically complaint tender.

### **TENDERING**

#### **17. How to obtain the tender dossier**

The tender dossier in English language is available from the date of publication, with reference **“The Supply of 5-Door Saloon Cars for the Privatisation Agency of the Republic of Serbia – Institutional Support to the Privatisation Agency of the Republic of Serbia” from the Privatisation Agency of the Republic of Serbia, Terazije 23, 11000 Belgrade, Serbia and Montenegro.**

To receive the tender dossier please send the request in writing by fax: + 381 11 32 48 375 for the attention of Jelena Udicki. Along with the request, please provide the following information: name of the company, name of the contact person, postal address, telephone number, fax number, and the **e-mail address where you want the tender dossier to be sent to**. Tender Dossiers will be sent only by e-mail.

Tenders must be submitted using the standard tender form included in the tender dossier, whose format and instructions must be strictly observed.

Tenderers with questions regarding this tender should send them in writing **only** to:

**Contact name: Jelena Udicki**  
**Address: Privatisation Agency of the Republic of Serbia**  
**Terazije 23, Belgrade 11000 - Serbia and Montenegro**  
**Fax N°:++ 381.11.3020.843**  
**E-mail : [judicki@pa-serbia.co.yu](mailto:judicki@pa-serbia.co.yu)**

mentioning the publication reference shown in item 1) by **16 February 2004 17:00 hrs.** The Contracting Authority will reply to all tenderers' questions by **26 February 2004.**

**18. Deadline for submission of tenders**

**8 March 2004 at 17:00 hrs Belgrade local time at the following address:**

**6th Floor Archive, Room 625**  
**Privatisation Agency of the Republic of Serbia**  
**Terazije 23**  
**Belgrade 11000 - Serbia and Montenegro**  
**Tel. ++ 381.11.3020.800 Fax ++ 381.11.3248.375**

Any tender received after this deadline will not be considered.

**19. Tender opening session**

**9 March 2004 at 10:00 hrs Belgrade local time** at the address indicated in item 18.

**20. Legal basis**

Council Regulation (EC) No. 2666/2000 of 5 December 2000 amended by Council Regulation (EC) No. 5415 of 10 December 2001.

**21. Cancellation**

The Contracting Authority reserves the right to cancel the tendering procedure at any time.