

AMMENDED BID TEMPLATE

Servicing and spare parts for the maintenance of RUHLAMAT machines

I submit the bid (please mark the manner of bid submission):

a) independently	b) as a joint bid	c) with subcontractor
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Total unit price of spare parts: (from the Technical Specification)	_____ RSD/EUR excl. VAT _____ RSD/EUR incl. VAT
Price of technician's working day at the Institute:	_____ RSD/EUR excl. VAT _____ RSD/EUR incl. VAT
Price of engineer's working day at the Institute:	_____ RSD/EUR excl. VAT _____ RSD/EUR incl. VAT
Maximum costs of the service man in Serbia, per one arrival:	Maximum travel expenses: _____ RSD/EUR excl. VAT/ per visit _____ RSD/EUR incl. VAT/ per visit Maximum daily wage: _____ RSD/EUR excl. VAT/ per visit _____ RSD/EUR incl. VAT/ per visit Maximum accommodation expenses: _____ RSD/EUR excl. VAT/ per visit _____ RSD/EUR incl. VAT/ per visit
Delivery term of spare parts: (maximum 120 calendar days)	Up to _____ calendar days from the day of receipt of the written request for delivery (e-mail requests included) sent by the representative of the Service Beneficiary
Response term for servicing and installation of spare parts and response term for servicing within the warranty term (maximum 5 calendar days)	Up to _____ calendar days from the day of receipt of the written request for delivery (e-mail requests included) sent by the representative of the Service Beneficiary
Payment term: (15 days minimum – 45 days maximum)	_____ days from the day of receipt of the pertinent invoice verified by the dispatch document and/or record of services rendered
Warranty term for the installed spare parts*: (12 months minimum) *does not include wear and tear parts	_____ months from the day of delivery of spare parts verified by the dispatch document
Warranty term for services rendered: (6 months minimum)	_____ months from the day of service rendering verified by the record of quantitative and qualitative reception
Bid validity term: (60 days minimum)	_____ days from the bid opening date

Notes:

The prices serve exclusively for bid ranking purposes.

An integral part to the bid is the Technical Specification, completed and signed.

Spare parts and services shall be delivered/rendered upon Beneficiary's request, successively, during the contract validity term.

When invoicing for the services rendered the Service Provider shall state in the invoice the number under which the contract has been registered in the Service Beneficiary's records and the number of the low-value public procurement LVPP 133/2020.

If it is necessary to render certain services or to deliver spare parts which have not been specified in the bid, the servicing and the replacement of the spare parts shall be executed based on the agreement given previously by the Service Beneficiary in writing, as to types, quantities, quality and prices of these services and spare parts, where to all the provisions of the contract shall be applied.

Local bidder:

The offered prices must include all the costs that the Service Provider can have during contract realisation.

Upon receiving Beneficiary's specification of the necessary types and quantities of spare parts and services, the Service Provider shall send to the Service Beneficiary by e-mail the order confirmation (supplementary bid), quoting therein the prices of the spare parts valid at the moment of Beneficiary's request for delivery, with calculated all the expenses. In addition, along with the supplementary bid the Provider shall submit the excerpt of the valid price list of the spare parts if the prices of the spare parts that are procured have been changed in the meantime.

Upon receiving the Provider's confirmation of the order (supplementary bid) and the excerpt of the valid price list of spare parts if prices have changed, the Service Beneficiary shall give final approval (Service Beneficiary's agreement) for the delivery, when all the provisions of the contract shall be applied.

The Service Provider shall timely announce the arrival by sending an e-mail at the address zahtevi.zin@nbs.rs with the following data: date and time of the delivery of goods and service rendering, Service Provider's data, names and surnames of the persons who shall deliver the goods and render the services and the plate registration number of the vehicle.

Foreign bidder:

Foreign bidders should enter just prices excluding VAT.

The prices of spare parts and services can be expressed in foreign currency (EUR), in conformity with **FCA Gerstungen** (Incoterms 2020), with the Provider's obligatory organisation of transport to the Beneficiary.

The delivery of spare parts shall be executed in conformity with **FCA Gerstungen** (Incoterms 2020), with the Provider's obligatory organisation of transport to the Beneficiary.

Upon receiving Beneficiary's specification of the necessary types and quantities of spare parts and services for each delivery, the Provider shall send to the Beneficiary by e-mail the confirmation of the order (the supplementary bid) for each delivery, quoting therein the prices of the spare parts valid at the moment of Beneficiary's request for delivery, expressed and delivered in conformity with **FCA Gerstungen** (Incoterms 2020), with the Provider's obligatory organisation of transport to the Beneficiary. Along with the supplementary bid the Provider shall obligatorily send the currently valid price list of spare parts in case the prices of spare parts which are to be delivered have changed in the meantime.

Upon receiving Provider's confirmation of the order (supplementary bid) and the currently valid price list of spare parts in case the prices of spare parts which are to be delivered have changed in the meantime, the Beneficiary shall give final approval for delivery (Beneficiary's agreement) meaning that all the provisions of the contract shall be applied.

When submitting the invoice for the delivered spare parts and services rendered the Provider shall be obliged to state at the invoice the number under which the contract has been registered in the Beneficiary's records and the number of the public procurement LVPP 133/2020.

The Provider shall timely announce the delivery of the goods by sending an e-mail at the address zahtevi.zin@nbs.rs with the following data: date of dispatch of the ordered goods, transport vehicle, the agreed quantity, gross and net weight – for taking the appropriate steps regarding the customs and the receipt of the goods, and/or about the date of the arrival of the service man, Provider's data, and names and surnames of the persons who shall render the services.

Note:

In order to make the local and the foreign bids comparable, the Law on Public Procurements, Article 86, paragraph 5, stipulates that customs costs should also be included in a foreign bidder's price. Therefore, for the purpose of ranking, the price of spare parts of a foreign bidder stated in the Bid Template shall be increased for the import agenting services to be borne by the National Bank of Serbia, for the exact amount of RSD 11,370.00 (that is the price that the NBS is paying to the agency for import related services per the concluded contract for 3 customs clearances, each costing RSD 3,790.00) and customs rate in conformity with RS regulations relating to imports from the bidder's country.

During bid ranking, if expressed in euros, the price shall be converted into dinars using the official middle exchange rate of the National Bank of Serbia on the day of bid opening.

Enclosures to the Bid Template:

- ✓ Enclosure 1 (Data on the bidder),
- ✓ Enclosure 2 (Data on the bidders forming a group of bidders) and
- ✓ Enclosure 3 (Data on the subcontractor).

Date:

Bidder's signature

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