**Contract notice**

Contracting authority

**Section I: Contracting authority**

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| **I.1) Name and addresses** (please identify all contracting authorities responsible for the procedure) | | | |
| Official name: **JAVNA SLUŽBA ZA VRŠENJE POSL.RAZVOJA,OČUV. I ZAŠT.TURIST. VREDN. GRADA "TURISTIČKA ORGANIZACIJA BEOGRADA"** | | | National registration number: **101513828** |
| Postal address: **FRANCUSKA 24** | | | |
| Town: **BEOGRAD** | NUTS code: **RS110** | Postal code: **11000** | Country: **Srbija** |
| Contact person: **Slobodan Unković** | | | Telephone: **+381 3625060** |
| E-mail: **sunkovic@tob.rs** | | | Fax: |
| **Internet address(es):**  Main address: **www.tob.rs**  Address of the buyer profile: | | | |

| **I.2) Joint procurement** |
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| The contract involves joint procurement  In the case of joint procurement involving contracting entities from EU Member States – state applicable national procurement law:   The contract is awarded by a central purchasing body |

| **I.3) Communication** |
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| The procurement documents are available for unrestricted and full direct access, free of charge at:  **https://jnportal.ujn.gov.rs/**  Access to the procurement documents is restricted.  **The means of access to tender documents and measures required aimed at protecting the confidential information:** |
| **Additional information can be obtained from**  the abovementioned address  another address: |
| **Tenders or requests to participate must be submitted**  electronically via: **https://jnportal.ujn.gov.rs/**  to the abovementioned address  to the following address: |
| Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at: |

| **I.4) Type of the contracting authority** |
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| |  |  |  |  | | --- | --- | --- | --- | |  | Ministry or any other national authority, including their regional or local subdivisions |  | Regional or local agency/office | |  | National agency/office |  | Body governed by public law | |  | Regional or local authority |  | Other type: **Javna služba** | |

| **I.5) Main activity** |
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| |  |  |  |  | | --- | --- | --- | --- | |  | General public services |  | Housing and community amenities | |  | Defence |  | Social protection | |  | Public order and safety |  | Recreation, culture and religion | |  | Environment |  | Education | |  | Economic and financial affairs |  | Other activity: **Turizam** | |  | Health |  |  | |

**Section II: Object**

| **II.1) Scope of the procurement** | |
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| II.1.1) Title: **Usluge u oblasti odnosa sa javnošću** | Reference number: **03/2022** |
| II.1.2) Main CPV code: **79416000 - Public relations services** | Supplementary CPV code: |
| II.1.3) Type of contract  **Works**  **Supplies**  **Services** | |
| II.1.4) **Short description:**  Usluge agencija za promociju i logistiku | |
| II.1.5) **Estimated total value**  Value excluding VAT: **3.540.963,00** Currency: **RSD**  *(for framework agreements or dynamic purchasing systems – estimated total maximum value for the entire duration of the framework agreement or dynamic purchasing system)* | |
| II.1.6) **Information about lots**  This contract is divided into lots  **yes**  **no**  Tenders may be submitted for  **all lots**  **maximum number of lots:**  **one lot only**   Maximum number of lots that may be awarded to one tenderer: | |

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| **II.2) Description** |
| |  |  | | --- | --- | | II.2.1) Title: **Usluge u oblasti odnosa sa javnošću** | Lot No: | | II.2.2) **Additional CPV code(s)**  Main CPV code: Supplementary CPV code:   |  |  | | --- | --- | |  |  | | | | II.2.3) **Place of performance**  NUTS code: **OTH**  Main site or place of performance:  **Turska** | | | II.2.4) **Description of the procurement:** *(nature and quantity of works, supplies or services or indication of needs and requirements; for supplies only – state whether tenders are requested for purchase, lease, rental, hire purchase or any combination of those)*  Opis predmeta javne nabavke, naziv i oznaka iz opšteg rečnika nabavke: –– Predmet javne nabavke je nabavka usluge agancija za promociju i logistiku, a radi realizacije programskih aktivnosti TOB.  Naziv: Usluge u oblasti odnosa sa javnošću  CPV oznaka: CPV 79416000-3  Partije: Predmetna javna nabavka je oblikovana u 7 partija.  Broj javne nabavke 3/2022 | | | II.2.5) **Award criteria**  Criteria below  Quality criterion – Name: Weighting:   |  |  |  | | --- | --- | --- | |  |  |  |   Cost criterion – Name: Weighting:   |  |  |  | | --- | --- | --- | |  |  |  |   Price – Weighting:  Price is not the only award criterion and all criteria are stated only in the procurement documents | | | II.2.6) **Estimated value**  Value excluding VAT: **354.096,30** Currency: **RSD**  *(for framework agreements or dynamic purchasing systems – estimated total maximum value for the entire duration of this lot)* | | | II.2.7) **Duration of the contract, framework agreement or dynamic purchasing system**  Duration in months: **6** *or*Duration in days:  or Start:  / End:  This contract is subject to renewal  **yes**  **no**  **Description of renewals:** | | | II.2.9) **Information about the limits on the number of candidates to be invited** *(except in open procedures)*  Envisaged number of candidates:  *or*  Envisaged minimum number: / Maximum number:   **Objective criteria for choosing the limited number of candidates:** | | | II.2.10) **Information about variants**  Variants will be accepted  **yes**  **no** | | | II.2.11) **Information about options**  Options  **yes**  **no**  **Description of options:** | | | II.2.12) **Information about electronic catalogues**  Tenders must be presented in the format of electronic catalogues or include an electronic catalogue | | | II.2.13) **Information about European Union funds**  The procurement is related to a project and/or programme financed by European Union funds  **yes**  **no**  **Identification of the project:** | | | II.2.14) **Additional information:** | | |  | | |

**Section III: Legal, economic, financial and technical information**

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| **III.1) Conditions for participation** |
| III.1.1) **Professional activity**  Suitability to pursue the professional activity, including requirements relating to enrolment on the registry of economic operators, a court registry, a professional registry or in another appropriate register as stated in the procurement documents  **List and brief description of conditions:**   |  | | --- | |  | |
| III.1.2) **Economic and financial standing**  Selection criteria as stated in the procurement documents  **List and brief description of selection criteria:**   |  | | --- | | **Minimum level(s) of standards possibly required:** | |
| III.1.3) **Technical and professional ability**  Selection criteria as stated in the procurement documents  **List and brief description of selection criteria:**   |  | | --- | | **Minimum level(s) of standards possibly required:** | |
| III.1.5) **Information about reserved contracts**  The right of participation is reserved for economic operators refered ti in Article 37 of the Public Procurement Law  The public procurement contract is peformed in the framework of sheltered employment programmes |

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| **III.2) Conditions related to the contract** |
| III.2.1) **Information about a particular profession** *(only for service contracts)*  Execution of the service is reserved to a particular profession  **Reference to the relevant law or other regulation:** |
| III.2.2) **Contract performance conditions:** |
| III.2.3) **Information about staff responsible for the performance of the contract**  Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract |

**Section IV: Procedure**

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| **IV.1) Description** |
| IV.1.1) **Type of procedure**  Open procedure  Restricted procedure  Competitive procedure with negotiation  Competitive dialogue  Innovation partnership  Accelerated procedure *(in case of open procedure, restricted procedure, or competitive procedure with negotiation)*  **Justification:** |
| IV.1.3) **Information about a framework agreement or a dynamic purchasing system**  The procurement involves the establishment of a framework agreement  Framework agreement with a single operator  Framework agreement with several operators  Envisaged maximum number of participants to the framework agreement:   The procurement involves the setting up of a dynamic purchasing system  The dynamic purchasing system might be used by additional purchasers  **In the case of framework agreements, provide justification for any duration exceeding four years:** |
| IV.1.4) **Information about reduction of the number of solutions or tenders during negotiation or dialogue**  Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated |
| IV.1.5) **Information about negotiation** *(only for competitive procedures with negotation)*  The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations |
| IV.1.6) **Information about electronic auction**  An electronic auction will be used  **Additional information about electronic auction:** |

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| **IV.2) Administrative information** | |
| IV.2.1) **Previous publication concerning this procedure**  Notice number on the Public Procurement Portal:   *(one of the following: Prior information notice; Notice on a buyer profile)* | |
| IV.2.2) **Time limit for receipt of tenders or requests to participate**  Date: **13.05.2022** Local time: **12:00** | |
| IV.2.3) **Estimated date of dispatch of invitations to tender or to participate to selected candidates**  Date: | |
| IV.2.4) Languages in which tenders or requests to participate may be submitted: **Srpski**   |  | | --- | | **Engleski - English** | | |
| IV.2.6) **Minimum time frame during which the tenderer must maintain the tender**   |  | | --- | | Tender must be valid for **30** days from the date stated for opening of tender | | |
| IV.2.7) **Conditions for opening of tenders**  Date: **13.05.2022** Local time: **12:00** | |
| Place: |  |
| **Information about authorised persons and opening procedure:** | |

**Section VI: Complementary information**

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| **VI.1) Information about recurrence** |
| This is a recurrent procurement  **yes**  **no**  **Estimated timing for further notices to be published:** |

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| **VI.3) Additional information:** |
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| **VI.4) Procedures for review** | | |
| VI.4.1) **Review body** | | |
| Official name: **Republička komisija za zaštitu prava u postupcima javnih nabavki** | | |
| Postal address: **Nemanjina 22-26** | | |
| Town: **Beograd** | Postal code: **11 000** | Country: **1** |
| E-mail: **republicka.komisija@kjn.gov.rs** | | Telephone: **+381 112060905** |
| Internet address: **http://kjn.rs** | | Fax: **+381 112060918** |
| VI.4.3) **Review procedure**  **Precise information on deadline(s) for review procedures:**  Zahtev za zaštitu prava može da se podnese u toku celog postupka javne nabavke, osim ako ZJN nije drugačije određeno, a najkasnije u roku od deset dana od dana objavljivanja na Portalu javnih nabavki odluke naručioca kojom se okončava postupak javne nabavke u skladu sa ZJN. Zahtev za zaštitu prava kojim se osporavaju radnje naručioca u vezi sa određivanjem vrste postupka, sadržinom javnog poziva i konkursnom dokumentacijom smatraće se blagovremenim ako je primljen od strane naručioca najkasnije tri dana pre isteka roka za podnošenje ponuda, odnosno prijava, bez obzira na način dostavljanja. Zahtev za zaštitu prava kojim se osporavaju radnje naručioca preduzete nakon isteka roka za podnošenje ponuda podnosi se u roku od deset dana od dana objavljivanja odluke naručioca na Portalu javnih nabavki, odnosno od dana prijema odluke u slučajevima kada objavljivanje na Portalu javnih nabavki nije predviđeno ZJN. Nakon isteka roka za podnošenje zahteva za zaštitu prava, podnosilac zahteva ne može da dopunjava zahtev iznošenjem razloga u vezi sa radnjama koje su predmet osporavanja u podnetom zahtevu ili osporavanjem drugih radnji naručioca sa kojima je bio ili mogao da bude upoznat pre isteka roka za podnošenje zahteva za zaštitu prava, a koje nije istakao u podnetom zahtevu.  Zahtevom za zaštitu prava ne mogu da se osporavaju radnje naručioca preduzete u postupku javne nabavke ako su podnosiocu zahteva bili ili mogli da budu poznati razlozi za njegovo podnošenje pre isteka roka za podnošenje zahteva, a podnosilac zahteva ga nije podneo pre isteka tog roka. Ako je u istom postupku javne nabavke ponovo podnet zahtev za zaštitu prava od strane istog podnosioca zahteva, u tom zahtevu ne mogu da se osporavaju radnje naručioca za koje je podnosilac zahteva znao ili mogao da zna prilikom podnošenja prethodnog zahteva. Predmet osporavanja u postupku zaštite prava ne mogu da budu eventualni nedostaci ili nepravilnosti dokumentacije o nabavci na koje nije ukazano u skladu sa članom 97. ZJN. Naručilac objavljuje obaveštenje o podnetom zahtevu za zaštitu prava na Portalu javnih nabavki najkasnije narednog dana od dana prijema zahteva za zaštitu prava. Podnošenje zahteva za zaštitu prava zadržava nastavak postupka javne nabavke od strane naručioca do okončanja postupka zaštite prava. Zahtev za zaštitu prava mora da sadrži podatke iz člana 217. ZJN.  Ukoliko podnosilac zahteva radnje u postupku preduzima preko punomoćnika, uz zahtev za zaštitu prava dostavlja ovlašćenje za zastupanje u postupku zaštite prava. Podnosilac zahteva koji ima boravište ili prebivalište, odnosno sedište u inostranstvu dužan je da u zahtevu za zaštitu prava imenuje punomoćnika za primanje pismena u Republici Srbiji, uz navođenje svih podataka potrebnih za komunikaciju sa označenim licem.  Prilikom podnošenja zahteva za zaštitu prava naručiocu podnosilac zahteva je dužan da dostavi dokaz o uplati takse.  Dokaz je svaki dokument iz koga se može da se utvrdi da je transakcija izvršena na odgovarajući iznos iz člana 225. ZJN i da se odnosi na predmetni zahtev za zaštitu prava.  Validan dokaz o izvršenoj uplati takse, u skladu sa Uputstvom o uplati takse za podnošenje zahteva za zaštitu prava Republičke komisije, objavljen je na sajtu Republičke komisije.  Taksa iznosi 120.000 dinara. | | |
| VI.4.4) **Service from which information about the review procedure may be obtained** | | |
| Official name: | | |
| Postal address: | | |
| Town: | Postal code: | Country: **Srbija** |
| E-mail: | | Telephone: |
| Internet address: | | Fax: |

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| **VI.5) Date of dispatch of this notice:****03.05.2022** |

*It is the contracting authority's/contracting entity's responsibility to ensure compliance with any applicable laws.*