

INVITATION TO BID



*HIP-Petrohemija d.o.o. Pančevo
Spoljnostarčevačka 82
26000 Pančevo, Republic of Serbia*

SUBJECT: Impeller

Dear Sir/Madam,

To meet the needs of HIP-Petrohemija d.o.o. Pančevo, the tender process shall be carried out for the procurement of N-216/23.

Please submit your best bid in accordance with the Client's terms and conditions and the Technical Assignment.

1. Instructions to Bidders:

Bidders shall submit their bids electronically EXCLUSIVELY by sending them to address tenderi@hip-petrohemija.rs.

E-mail title: BID – the tender name N-216/23

The maximum size of one email is 15 MB.

Emails must to be enumerated.

The technical and commercial parts of the bid shall be submitted separately.

The commercial part of the bid shall contain:

Filled-in and stamped Bid Form and the Bill of Quantities, **with prices** (the Bid Form shall be in PDF, including the bid form in editable version (*.xls; *.doc)),

The technical part of the bid shall contain:

Stamped Bid with technical information, **without prices**, as well as other documentation required under the Technical Specification/Request (the Bid Form in PDF must be accompanied with the bid form in an editable version (*.xls; *.doc). Instead of prices, enter "the offered price").

The deadline for submission of bids is 16.10.2023. by 04:00 p.m. local time.

The bidder may submit only one application, either independently or as part of a consortium.

The Bidder who submitted the bid independently may not simultaneously participate in a joint bid or as a subcontractor and the same entity may not participate in several joint bids. A subcontractor may apply for the same job within multiple bids.

If subcontracting is envisaged by the bid, the bidder shall ensure that subcontractors meet the requirements specified in the technical assignment and invitation to bid. A signed Business and Technical Cooperation Agreement concluded with the subcontractor must be submitted or a signed Consortium Agreement, if the bidder is a consortium.

Documentation:

The Bidder is obliged to accept the Confidentiality Agreement and the HSE Agreement drafted by the Client.

If necessary, the Contracting Authority may demand a subsequent delivery of:

- Rating Report issued by Dun&Bradstreet (applicable to companies that are registered outside of Serbia),
- Bidder's Report on Solvency and Financial Condition, with positive "scoring" (applicable to companies that are registered in Serbia).

2. Bid validity period:

Minimum calendar days after the final deadline for the submission of bids

3. Supplier selection criteria:

The most favourable bid in terms of cost-effectiveness provided that it has received a positive technical appraisal.

Procurement shall be realized:

- for the entire scope defined by the Technical Assignment.

The Client reserves the right to enter into price negotiations after receiving the bids, with the obligation to duly inform the Bidders of the timing of negotiations.

4. Pricing:

Unit prices shall include all costs necessary for the provision of the relevant services or the delivery of materials (specify incoterms). The unit price and the total price must be expressed in RSD or EUR, excluding VAT.

5. Withdrawal from the procurement by the client:

The Client reserves the right to withdraw from this procurement process at any moment, and up until the conclusion of the contract with the selected Bidder at the latest, without giving the reasons for it, and without any obligation to compensate the Bidder for any damage or any costs incurred by participating in the process of procurement under this Invitation. The withdrawal from procurement shall imply either the withdrawal from the entire procurement or a part of the procurement.

6. Bid validity:

According to the Law on Contracts and Torts (hereinafter: "LCT"), the Bid is binding for the Bidder, the bid validity period shall be the deadline for its acceptance, and the Bid specifying the deadline for its acceptance shall envisage the possibility for HIP-Petrohemija d.o.o. Pančevo to accept/decline the Bid up until its expiry. If you withdraw your Bid, please note that this will entail consequences prescribed by the law.

8. Requesting and providing information related to Invitation for Bids:

Any additional information related to the qualification procedure can be obtained from 8 am to 4 pm on weekdays.

Contact person:

Commercial questions – Jelena Kovačević, e-mail: jelena.kovacevic@hip-petrohemija.rs, phone: +381 64 8566 397;

Technical questions – Goran Ostojić, e-mail: gpran.ostojic@hip-petrohemija.rs, phone: +381 64 8566 068;

Appendices:

1. *Bid Form*