

National Museum in Belgrade
11000
Trg Republike 1a

protocol No. 3/7
Date: 27.01.2016.

CALL FOR OFFERS

NATIONAL MUSEUM IN BELGRADE
11000 BELGRADE Trg Republike 1a
www.narodnimuzej.rs

OPEN PROCEDURE

*PUBLIC PROCUREMENT – PERFORMING OF WORKS ON THE RESTORATION, REPAIRS
AND ADAPTATION OF THE BUILDING OF THE NATIONAL MUSEUM IN BELGRADE*

45212350-4 – buildings of special historical or architectural importance

PUBLIC PROCUREMENT No. SNM – 13/2016

1. Name, address, type and Internet address of the client

Name and address of the client

National Museum in Belgrade, Trg Republike 1a

Type of client: cultural institution

Internet address of the client: www.narodnimuzej.rs

2. Subject of public procurement

The subject of the public procurement No. **SNM-13/2016** is the commissioning of works – ***PERFORMING OF WORKS ON THE RESTORATION, REPAIRS AND ADAPTATION OF THE BUILDING OF THE NATIONAL MUSEUM IN BELGRADE***

A) Nature, scope and main characteristics of the works:

The works on the restoration, adaptation and repairs of the building of the National Museum in Belgrade shall be performed according to the Project for execution of the restoration, adaptation and repairs of the building of the National Museum in Belgrade (protocol No. 3/126 of Sept. 19th, 2015), which includes the following designs:

Ordinal number	Name	Design label
1	ARCHITECTURAL DESIGN	ARH
2	INTERIOR DESIGN	ARE
3	DESIGN OF VISUAL COMMUNICATIONS OF THE BUILDING	ARV
4	STRUCTURAL DESIGN OF THE BUILDING	KTS
5	DESIGN OF HYDRO-TECHNICAL INSTALLATIONS	VKV
6	DESIGN OF ELECTRICAL INSTALLATIONS – EXTERNAL CONNECTION	ELE
7	DESIGN OF ELECTRICAL INSTALLATIONS – POWER SUPPLY, LOW VOLTAGE INSTALLATIONS AND ELECTRIC LIGHTING	ELN
8	DESIGN OF ELECTRICAL INSTALLATIONS – ELECTRIC MOTORS	ELR
9	DESIGN OF ELECTRICAL INSTALLATIONS – MONITORING AND CONTROL SYSTEM (NUS)	ELC
10	DESIGN OF ELECTRICAL INSTALLATIONS – LIGHTNING PROTECTION SYSTEM	ELA
11	DESIGN OF TELECOMMUNICATION AND SIGNALLING INSTALLATIONS - TELEPHONE SYSTEM, STRUCTURAL CABLE SYSTEM, SYSTEM FOR THE RECEPTION AND DISTRIBUTION OF TV BROADCASTS, SYSTEM FOR AUDIO AND MULTIMEDIA INFORMATION ABOUT EXHIBITS, VIDEO INFORMATION SYSTEM AND SYSTEM FOR THE ELECTRONIC SALE AND CONTROL OF TICKETS	TES
12	DESIGN OF TELECOMMUNICATION AND SIGNALLING INSTALLATIONS – PUBLIC ANNOUNCEMENT SYSTEM, CLOCK SYSTEM	TEO
13	DESIGN OF TELECOMMUNICATION AND SIGNALLING INSTALLATIONS – SYSTEM FOR AUTOMATIC FIRE DETECTION, ALARM AND ACTIVATION OF FIRE EXTINGUISHING SYSTEMS	TEP

14	DESIGN OF THE SECURITY SYSTEM – CENTRAL SECURITY SYSTEM	SCI
15	DESIGN OF THE SECURITY SYSTEM – ANTI-BURGLAR SYSTEM, EXHIBIT PROTECTION SYSTEM, ACCESS CONTROL SYSTEM	SCS
16	DESIGN OF THE SECURITY SYSTEM – VIDEO SURVEILLANCE SYSTEM, INTERCOM SYSTEM	SCV
17	DESIGN OF THE SECURITY SYSTEM – SYSTEM FOR THE CONTROL OF FACILITY PATROLS, FOR ANTI-SABOTAGE PROTECTION, FOR REGISTERING WORKING HOURS, FOR KEEPING, CONTROLLING AND REGISTERING THE USE OF KEYS	SCO
18	MECHANICAL INSTALLATIONS DESIGN – HEATING, VENTILATION, AIR CONDITIONING	TMT
19	MECHANICAL INSTALLATIONS DESIGN – FIXED INSTALLATION FOR FIRE EXTINGUISHING BY WATER - SPRINKLER SYSTEM	TMV
20	MECHANICAL INSTALLATIONS DESIGN – FIXED INSTALLATION FOR FIRE EXTINGUISHING BY GAS	TMG
21	MECHANICAL INSTALLATIONS DESIGN – VERTICAL TRANSPORTATION	TML
22	FIRE PROTECTION DESIGN	PPZ
23	ELABORATE OF ENERGY EFFICIENCY	AEF
24	ELABORATE OF MUSEUM TECHNOLOGY	TEM

B) Name from the general terminology of procurement:

45212350-4 – buildings of special historical or architectural importance

C) Site of works:

The works are to be performed on the building of the National Museum in Belgrade, Trg Republike 1a

3. Criterion for the granting of the contract

The best offer will be selected through the implementation of the criterion “**lowest offered price**”. If two or more offers have the same number of ponder points, the offer of the bidder who cited the “**shorter deadline for the completion of works**” will be selected as the better one.

4. Where to obtain the tender documentation

The tender documentation in electronic form (PDF format) is available at the following Internet addresses:

www.portal.ujn.gov.rs

www.narodnimuzej.rs

5. Ways and deadline for submitting offers

The bidders shall submit their offers in person or by mail, in a closed envelope or box, sealed in such a way that, when an offer is opened, it can be established with certainty that it has been opened for the first time, all in keeping with the tender documents.

The deadline for submitting the offers is **40 (forty)** days, starting from the first day after (*Article 95 of the Law*) the day of publication of the call for offers on the Public Procurement Portal and

web-site of the National Museum. The offers shall be submitted by the last day of the deadline for submission, **by 3:00 p.m.**, that is **by March 14th by 3:00 p.m.** Having in mind that the last day of the deadline for offers submission is Saturday, March 12th 2016 is non-working day, last day for offer submission will be first working day that is Monday, March 14th 2016.

The commissioning party shall, upon receiving an individual offer, if the offer is submitted by mail, mark the time of reception on the envelope or box that contains the offer, and register the number and date of the offer according to the sequence of arrival (Appendix 3 of the tender documentation). If the offer is submitted in person, the Purchaser shall certify the reception of the offer on the delivery document of the bidder. In the certificate of reception, the Purchaser shall enter the date and hour of the arrival of the offer.

All the submitted documents shall be bound by a string and sealed in such a way that it is impossible to subsequently add, remove or replace individual sheets or appendices, without damaging the sheets or seal.

If the documentation is not submitted in the described manner, the offer shall not be considered and shall be returned to the bidder.

Before the start of the public opening of offers, the attending representatives of the bidders shall present to the commission of the Purchaser the written authorizations for participating in the process of the public opening of offers (on the bidder's memorandum, registered, signed and stamped).

In order to have the right to participate in the public procurement procedure for the said works, the Bidders shall fulfil the **MANDATORY CONDITIONS** for participating in the public procurement procedure defined by Article 75, para 1, items 1) to 4) of the Law, and shall possess a valid license issued by the relevant authority for performing the activities which are the subject of the public procurement (*Article 75, para 1, item 5) of the Law: License I090A1, in keeping with the Law on planning and building and the Rules on the ways, procedure and data for establishing the fulfilment of the conditions for issuing a license for the creation of technical documentation and a license for the building of facilities, the construction license for which is issued by the ministry, or autonomous province, and on the conditions for revoking such licenses (Official Gazette of RS No. 114/04) – for the execution of construction and craft works on cultural assets of exceptional importance and facilities within their protected areas, on cultural assets registered in the World Cultural Heritage List, facilities situated within the borders of a national park, facilities situated within a protected natural asset of exceptional importance (except family homes, agricultural and auxiliary facilities and related infrastructure facilities, built in villages and settlements), in accordance with the Law and Rules on the ways, procedures and data for ascertaining the fulfilment of conditions for issuing a license for the creation of technical documentation and a license for the building of the facilities for which the license is issued by the ministry or autonomous province, and on the conditions for revoking such licenses (Official Gazette of RS No. 24/15) - for performing construction and craft works on the facilities within the borders of immovable cultural assets of exceptional importance and cultural assets registered on the World Cultural and Natural Heritage List, and on facilities within the protection zone of cultural assets of exceptional importance with determined borders of land*

registry lots, and on facilities within the protected zones of cultural assets registered on the List of World Cultural and Natural Heritage (except family homes, agricultural and auxiliary facilities and related infrastructure facilities, built in villages) in keeping with the law.

The bidder participating in the public procurement procedure shall fulfil **ADDITIONAL CONDITIONS** for participating in the public procurement procedure, defined by Article 76 of the Law, which encompasses the following:

- Personnel capacities
- Financial capacities
- Business capacities
- Technical capacities

As described in the tender documentation.

6. Visit to the site and viewing of documentation

The visit to the site and overview of technical documentation is a condition for applying, considering the status of the facility, the activity of the Museum and the complexity of the works that are the subject of this procurement. The visit to the site and the overview of documentation shall be organized in 3 (three) turns.

The visit to the site and the overview of the available technical documentation must be attended by the potential bidders, participating individually or with a sub-contractor, or bidders who will be marked as the bearers of the contract in the offer, or those who will submit the offer and represent a group of bidders before the Purchaser, if a joint offer is submitted, in keeping with Article 81 of the Law on public procurement.

The schedule of visits to the site and viewing of the available technical documentation shall be determined by the Purchaser, for each fixed turn on the basis of the received applications, according to the time of arrival of the applications, with the allowed time of 90 minutes for each bidder, starting from 10:00 a.m.

The potential bidders shall apply for the visit to the site and viewing of the available technical documentation not later than two days before the chosen day of the visit, in keeping with the fixed turns defined below, between 9:00 a.m. and 5:00 p.m. to fax number +381 11 262 7721 or e-mail rekon@narodnimuzej.rs or j.papovic@narodnimuzej.rs.

During one day, the Purchaser will schedule not more than four (4) potential bidders for visiting the site and viewing the available technical documentation. If more potential bidders are interested in visiting the site and viewing the technical documentation on the same day, the Purchaser will inform the bidders in writing about the next scheduled turn for visiting and viewing the technical documentation, all in accordance with the fixed times in the call for offers and the tender documentation.

The interested bidders are obliged to deliver a written authorization for visiting the site and viewing the available technical documentation (on the bidder's memorandum, registered, signed and stamped, with the personal data of the individuals who will be visiting the site and viewing

the available technical documentation, and their ID card/passport numbers). For the bidders who visited the site and viewed the available technical documentation, the Purchaser shall validate the forms, previously filled out by the bidders with data marked as data provided by the bidder, which are an integral part of the tender documentation.

The viewing of the available technical documentation will be organized in a separate designated room, with a previously signed statement of non-disclosure of all available documents and information (designs, accompanying documents, position and purpose of spaces, functioning of the security system and infrastructure, etc.) to third parties, who are not obliged by any such statement not to disclose them and who are not included in the technical documentation. The bidders are not allowed to bring photographic cameras, mobile phones or other devices for recording video or taking photographs. The signed statement is without a time limitation and shall be permanently kept in the archive of the National Museum.

The Purchaser will organize the visit to the site:

- on the seventh day (7th), that is February 8th 2016
- on the fourteenth day (14th), that is February 17th 2016 and
- on the twenty first day (21st), that is February 22nd 2016

From the day of publishing of the call on the Portal of public procurement and the web-site of the National Museum.

The Client will organize the overviewing of the available technical documentation listed on page 11 of the tender documentation:

- on the eighth day (8th), that is February 9th 2016
- on the sixteenth day (16th), that is February 18th 2016 and
- on the twenty second day (22nd) day, that is February 23rd 2016

From the day of publishing of the call on the Portal of public procurement and the web-site of the National Museum.

7. Place, time and manner of opening the bids

The public opening of offers will be held on the last day of the deadline for submitting the offers, i.e. March 14th at 4:00 p.m., at the address: National Museum, Belgrade, Trg Republike 1a.

8. Deadline for granting the contract

The deadline for the Decision on granting the contract is **25 (twenty five) days** from the day of opening the offers.

9. Deadline for signing the contract

The contract of public procurement will be signed with the winning bidder within 10 days from the day of expiry of the deadline for complaints regarding the protection of the rights from Article 149 of the Law.

If only one offer is submitted, the Purchaser may sign the contract before the expiry of the deadline for complaints regarding the protection of rights, in keeping with Article 112, para 2, item 5) of the Law.

10. Contact persons

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