

National Tourism Organisation of Serbia

Procurement number: OPPP 9/2016

Filing number: 3712/5

Date: 30. 12. 2016

Belgrade

Question:

- Evidence that needs to be submitted in regards, has the bidders and its legal representative been convicted of a criminal offence as a member of an organised crime group, or commercial criminal offence, environmental criminal offence, bribery or fraud. Our company is unable to provide this evidence since per UAE laws this statement can't be obtained nor any governmental body will issue such a statement since as per our laws you can't possess a trade licence nor be a resident of UAE if you're convicted of such offences.

Answer:

On page 10, of the bid documentation, it is stated that:

If any evidence mentioned in this item 4.1 of this chapter Mandatory Requirements for Participation in Procedure is not issued in a country where the bidder has its head office, instead of such evidence the bidder can enclose its statement in writing, given under threat of perjury or fraud and certified by a judiciary or administrative authority, notary public or other competent authority of that country.

Question:

- The bidder paid all due taxes, contributions and other public fees in accordance with regulations of Republic Serbia or of a foreign country if the has its office in the territory of a foreign country. Our headquarters is in Dubai, UAE. Is this paragraph applicable in our case? If Yes, which taxes and fees will we need to pay to the Republic of Serbia if we are going to participate in the procedures? As per UAE laws which we are a tax subordinate, we are not able to provide you with such a statement from a governmental body since our tax system differs than common European tax systems and this kind of certificates are not issued.

Answer:

No need to pay taxes in Serbia. It is enough that you provide us with the certificate issued by the Legal Authority of your country or some evidencing that the you paid due taxes and contributions. This evidence must not be issued more than two months before opening of bids.

Question:

- Form Costs of the preparation of the bid OPJN No. 9/2016 - Could you please provide us with what kind of costs can we expect?

Answer:

No need to fil that form. It is just about the expenses that you had for preparation the bid documents

Question

- Reference List - The information you require is in the domain of confidential information between the client and the contractor and as such is protected by Non-disclosure agreements. We would appreciate your clarification on the scope of information required in this regards.

Answer:

The bidder should have knowledge in PR and it is important that the bidder concluded contracts with various national and/or regional tourism organisations and/or tourism organisations of capital cities.

You need to fill in the reference list, a sort of recommendation letter from a client you provided services to in the past and yes it is a mandatory proof required.

It is just basic information so no need to give information about the fees and other details that is confidential

Question

- Annex 1. Certificate of execution of concluded contract- The description in chapter 3 Technical Specification is very general. Could you provide us with the detailed outline of the scope of the work you would need to be performed and the metric of success that should be followed for the completion of the contract and obtaining this certificate?

Answer:

You should perform what is written in the contract for public relations service for UAE and this is the standard job what one public relation service does

Lot 2: public relations services in UNITED ARAB EMIRATES

1) ARABIAN TRAVEL MARKET, DUBAI

- Organizing meetings with tour operators and media interviews at travel exhibitions – includes prior preparations and announcements of NTOS's participation at the exhibition, inviting media and trade to meetings and interviews, timely reporting to NTOS's representatives about scheduled meetings, attending 6 meetings and follow-up on the activities agreed in the meetings.

2) ONE GROUP STUDY VISIT FOR MEDIA, ONE GROUP STUDY VISIT FOR BLOGGERS

- Coordination with the NTOS on the themes, itineraries and time schedules of the study visits, inviting media/tour operators to visit Serbia, follow-up on invitations sent and reporting to the NTOS on the outcomes, suggesting additional activities in connection with the visits;

- Follow up on the effects of the study visits - reporting to the NTOS on the coverage in the media and inclusion of Serbia in the programmes of tour operators.

Submitted to:

- Public Procurement Portal;
- Website of the ordering party

Public Procurement Commission
Анета Ђскоковић

