

YOUNG RESEARCHERS OF SERBIA OPENS CALL FOR SUBMITTING OFFERS
purchasing equipment: PCs, printer and external hard-disks

In the period from **02/10/2020 to 02/25/2020** Young researchers of Serbia will be collecting offers for purchasing equipment: PCs, printer and external hard-disks during the implementation of the project: *"ECO SYSTEM - Environmental reforms supporting program"* at location Bulevar umetnosti Street nu. 27, New Belgrade.

After collecting all the received offers, the most favorable service provider will be selected according to the criteria **"best price of cost"**.

PURCHASE INVOLVES ARTICLES LISTED BELOW:

- 6 PCs
- 1 printer
- 6 external hard-disks

DEMANDED SPECIFICATIONS ARE FOLLOWING:

Minimal specifications for PC

- Year of production: 2019 -2020
- Processor: i5
- Screen: 14-15" FHD
- RAM memory: 8 GB, DDR4
- SSD: 256 GB
- Without optical and operating system, with numerical keyboard
- Brand: Lenovo, HP, Dell

Minimal specifications for printer

- Type: multifunctional laser printer
- Print color: monochrome printer (black and white)
- Function: printer, scanner, copy machine
- ADF add-on
- Printing: one side / both side
- Number of users: 20
- Network: LAN (optional Wifi)
- Supported operating system: Windows 10

Minimal specifications for external hard-disk

- Capacity: 1 TB – 3 TB
- Dimensions: 2.5" or 3.5"

OFFER MUST INCLUDE:

- **Price per article in RSD**, VAT included;
- **Specification of article** (performances demanded in call);
- **Validity of the offer** 15 days from the date of submission of the offer;
- **Delivery within 7 days** of the invoice payment.

PREPARATION AND SUBMISSION OF THE OFFER: The offer must be made in one hard copy, certified and in envelope, must be clear and unequivocally. **Please submit your offer by 02/25/2020 till 4:00 p.m. to:**

Young researchers of Serbia (Tijana Ljubenić)
Bulevar umetnosti Street Nu.27
11070 Novi Beograd

(At the front part of the envelope write **“Offers for purchasing equipment: PCs, printer and external hard-disks – DO NOT OPEN”**, at the back of the envelope write: name, address, contact of the tenderer)

Note:

- *Incomplete and untimely offers will not be considered;*
- *Candidate may submit only one offer;*
- *After the final decision on the selection of the service provider, all candidates will be informed of the status of the call/tender;*
- *Candidate accepts that the Young Researchers of Serbia, by personal insight and a visit to the Bidder's business premises, check the expertise and capacity of the service to be provided before the cooperation begins;*
- *All questions and concerns regarding the request for services / tender must be submitted in writing via e-mail.*

All information regarding this Call must be considered strictly confidential. Breach of the confidentiality of the information of this document by the service provider leads to exclusion from the procurement procedure.

In Belgrade, 02/10/2020

Tijana Ljubenić
Project coordinator

Email: tijana@mis.org.rs