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Pursuant to Article 152, paragraph 4 of the Law on Public Procurement (“Official Gazette of the Republic of Serbia”, Nos. 91/19 and 92/23), the Public Procurement Office enacts the following

RULEBOOK

on the method of publication and type of data on contracts and changes
of contracts published by contracting authorities on the Public Procurement Portal

Article 1

This rulebook regulates in more detail the manner of publication and the types of data on contracts concluded after the public procurement procedure, the types of data on contracts/orders concluded or issued in accordance with the provisions of Article 27 of the Law on Public Procurement (hereinafter referred to as: the Law) and the types of data on by amending the contract based on Art. 156-161 of the Law, as well as data on contracts/orders concluded or issued in accordance with Article 27 of the Law.

Article 2

A public procurement contract concluded within the meaning of this rulebook shall be:

1. a public procurement contract concluded by applying the provisions of the Law;
2. a framework agreement concluded by applying the provisions of the Law;
3. a public procurement contract/purchase order concluded, i.e., issued based on a framework agreement;
4. a procurement contract/purchase order concluded or issued without applying the provisions of the Law, in accordance with Article 27 of the Law;
5. a framework agreement concluded without applying the provisions of the Law, in accordance with Article 27 of the Law;
6. a contract/purchase order concluded or issued on the basis of a framework agreement, in accordance with Article 27 of the Law.

Article 3

On the Public Procurement Portal, the contracting authority shall publish the following information about contracts/framework agreements/orders:

1. data on the subject matter of procurement:
2. public procurement reference number on the Public Procurement Portal;
3. subject matter of public procurement and designation from the unified system of classification of public procurement subject (CPV designation);
4. the type of subject matter of public procurement;
5. data on the contracting authority;
6. the type of public procurement procedure, i.e., the legal basis referred to in Article 27 of the Law;
7. basic data on the contract/framework agreement/purchase order:
8. information on whether the contract/framework agreement/purchase order is published;
9. date of issuance;
10. reg. number of the contracting authority;
11. information on whether a contract/framework agreement/purchase order is being concluded for several lots;
12. information on whether the bidder hires subcontractors;
13. data on the economic operator:
14. name;
15. seat and country;
16. tax identification number (TIN);
17. identification/registration number:
18. designation from the nomenclature of statistical territorial units (NSTJ designation);
19. information on whether the bidder is a micro, small, medium or large enterprise;
20. data on subcontractors, if the bidder hires subcontractors:
21. the part of the contract/framework agreement/purchase order entrusted to the subcontractor (by subject or quantity, value with and without VAT or percentage);
22. information on whether the customer will directly pay the subcontractor for the part of the contract/framework agreement/order that the subcontractor executed;
23. data on the lots:
24. registry number of the contract/framework agreement/purchase order for each lot;
25. the value of the contract/framework agreement/purchase order without VAT;
26. the value of the contract/framework agreement/purchase order including VAT;
27. currency;
28. duration of the contract/framework agreement/purchase order;
29. value and duration of the contract/framework agreement/purchase order;
30. total value without VAT;
31. total value, including VAT;
32. currency;
33. duration of the contract/framework agreement/purchase order;
34. data on the termination of validity of the contract/framework agreement/purchase order:
35. information on whether it was executed, terminated, annulled or unilaterally cancelled;
36. expiration date of the contract/framework agreement/purchase order;
37. the value of the contract/framework agreement/purchase order.

The data referred to in paragraph 1, item 7) of this article shall be published by the contracting authority no later than 45 days after the termination of the contract/framework agreement/purchase order.

Article 4

On the Public Procurement Portal, the customer submits the following information about changes to the contract/framework agreement/purchase order:

1. reference number of the change at the contracting authority;
2. date of change;
3. the legal basis for the amendment by applying the provisions of the Law, that is, the description of the amendment in case of application of Article 27 of the Law;
4. the value of the change without VAT;
5. the value of the change including VAT;
6. the value after modification without VAT;
7. the value after change with VAT;
8. duration of the contract/framework agreement/purchase order;
9. data on the new contracting party in case of change based on Article 159 of the Law;
10. data on the new subcontractor in case of change based on Article 161, paragraph 1, items 1) and 2) of the Law and data on taking over the performance of a part of the contract from a subcontractor in the case of a contract based on Article 161, paragraph 1, item 3) of the Law;
11. description and nature of the change;
12. description of the circumstances due to which the change was necessary in case of application of Art. 157 and 158 of the Law.

Article 5

The data referred to in Art. 3 and 4 of this rulebook form a database of contracts, framework agreements and purchase orders and amendments to contracts, framework agreements and purchase orders on the Public Procurement Portal.

In the case of a contract/framework agreement/order referred to in Article 2, paragraph 1, item

1. -3) of this rulebook, the contracting authority, based on the data referred to in Article 3 of this rulebook, publishes a contract award notice in accordance with Article 109, para. 1 and 2 of the Law.

In the case of a contract referred to in Article 2, paragraph 1, items 1) and 2) of this rulebook, the contracting authority, based on the data referred to in Article 4 of this rulebook, publishes a notice on the amendment of the contract in accordance with Article 155, paragraph 2 of the Law.

The data referred to in items 2 and 3 of this article will be publicly available in the database on the day of publication of the contract award notice referred to in Article 109 of the Law and the contract amendment notice from Article 155 of the Law, on the Public Procurement Portal.

The data on contracts/framework agreements/purchase orders referred to in Article 2, paragraph 1, items 4)-6) of this rulebook, data on changes to these contracts and data on changes to contracts from Article 156 and Art. 159-161 of the Law, will be publicly available in the database on the day of publication.

Article 6

In the case of centralised public procurement, the data on the concluded framework agreement and changes are published by the body for centralised public procurement, and data on each contract concluded on the basis of the framework agreement is recorded by the contracting authorities who conclude the contracts.

The authority for centralised public procurement publishes a summary notice on the award of contracts concluded on the basis of a framework agreement and a notice on amendments to the framework agreement in the manner prescribed by the provisions of the Law.

Article 7

This regulation applies to:

1. contracts and framework agreements from Article 2, paragraph 1, items 1) and 2) of this rulebook concluded on the basis of decisions on the award of contracts/decisions on the conclusion of framework agreements made after 1 January 2024;
2. contracts and purchase orders referred to in Article 2, paragraph 1, items 3) and 6) of this rulebook concluded or issued on the basis of framework agreements concluded on the basis of decisions on the conclusion of framework agreements adopted after 1 January 2024;
3. contracts, framework agreements and purchase orders referred to in Article 2, paragraph 1, items 4) and 5) of this rulebook concluded after 1 January 2024;
4. changes of contracts/framework agreements/purchase orders referred to in items 1) and 3) of this article.

The provisions of this rulebook do not apply to contracts/framework agreements/orders concluded or issued after 1 January 2024 in public procurement procedures whose subject is divided into lots, in which for at least one lot the decision on the award of the contract/decision on the conclusion of the framework agreements made before 1 January 2024.

Article 8

This rulebook shall enter into force on 1 January 2024.

Number 110-00-18/2023

In Belgrade, dated 18 December 2023

Director,

**Sandra Damčević**, personally signed