

WP4 Internationalization of curriculum

T4.5. Strengthening of online teaching platform/ equipment – development international virtual classroom

D4.4. Equipment for digital online teaching platform

D4.5. Virtual classroom

Checklist

IF YOU HAVE ANY OF THESE 16 ELEMENTS BELOW PLEASE TICK THE BOX (JUST PRESS ON SQUARE AND X WILL BE SHOWN). THEN PLEASE PUT IN THE APPROPRIATE FOLDER THAT DOCUMENT YOU CHECKED THAT YOU HAVE, IN YOUR LANGUAGE SIGNED AND STAMPED BY RELEVANT AUTHORITIES.

FOR EACH DOCUMENT YOU CHECKED PLEASE PROVIDE FREE TRANSLATION IN ENGLISH IN THE FOLDER FOR CERTAIN ELEMENT.

IF YOU DO NOT HAVE ANY OF THESE 16 ELEMENTS BELOW PLEASE ELABORATE IN RECTANGLE BELOW EACH ELEMENT WHY YOU DO NOT HAVE THAT DOCUMENT.

☒ 1. Request for realization of procurement/initiation of procedure.

Vice-Rector for Science, Research and Development, Prof. Dr. Jelena Krunić, addressed the [Public Procurement Service with letter No. 1651/24 dated 25.04.2024. with a request](#) for the implementation of public procurement of goods for the needs of the University within the BIOSINT project. The request stated that the procurement was planned on account 511337, which refers to Expenditures for the procurement of other communication equipment. The estimated value of the procurement is 41,791.23 KM excluding VAT. The public procurement procedure will be carried out through an open procedure, and the criterion for awarding the contract is the lowest price. The request proposed the Commission, the Secretary of the Commission and alternate members.

☒ 2. Appointment of the commission for public procurement.

In accordance with the Law on Public Procurement of BiH and the Rules on Public Procurement of the University, the Rector of the University has adopted a [Decision on the appointment of the Commission for Public Procurement](#) of Goods – “Procurement of Audio-Visual Equipment” for the needs of the University within the BIOSINT project, in an open procedure, registration number 1850/24, with the following composition:

1. Predrag Zdrade, MSc, President
2. Aleksandar Samardzic, B.A. in Law
3. Tatjana Salvarica, MSc

Also appointed are the alternate members, a total of 5. Katarina Bjelica was appointed as the Secretary of the Commission, and Vesna Tesanovic as the Alternate Secretary.

The Commission performs its tasks in accordance with the provisions of the Law on Public Procurement, the Rules on the Establishment and Operation of the Procurement Commission, and the Rules on Public Procurement of the University.

The Commission is obliged to submit the minutes of the bid evaluation, the work report with a recommendation on the selection of the most favorable bidder or a recommendation on the cancellation of the procurement procedure, in writing, within 30 days, counting from the date of opening the bids.

☒ 3. Tender documentation. Publication of the tender.

On 15.05.2024. [Procurement Notice 1323-1-1-96-3-291/24](#) was sent for publication on the Public Procurement Portal of Bosnia and Herzegovina.

[The tender documentation was prepared under protocol number 1859/24 and public procurement number 1850/24.](#)

[A report on the takeover of tender documentation](#) by bidders for the tender documentation published on 15.05.2024. is also available, which shows that 19 different bidders took over the tender documentation.

☒ 5. Decision on the selection of the most favorable bidder.

Based on the recommendation of the Public Procurement Commission, the Rector of the University has issued [a Decision on the selection of the most favorable bidder](#) (2403/24 of 14.06.2025). The contract for the procurement of goods is awarded to the bidder NETWORK I d.o.o. Bijeljina at a total price of 41,790 KM excluding VAT.

☒ 6. Conclusion of the contract with the bidder.

Based on Article 72 of the Law on Public Procurement of BiH and based on the Decision on the selection of the most favorable bidder, a [Contract was concluded between the University of East Sarajevo and NETWORK I Bijeljina on June 21, 2024.](#)

☒ 7. Bidder's Invoice/s.

[The invoice is shown under serial number 65/24](#) with the total price including VAT, where all individually purchased parts of the equipment are also listed.

☒ 8. Bank statement of the bidder's paid Invoice/ Bank proof.

Based on the [University's bank statement No. 86](#) dated September 10, 2024, the amount of equipment with VAT that was transferred to the account of the company NETWORK I Bijeljina is visible.

☒ 10. Bookkeeping records of equipment showing all purchased equipment (fixed assets) with name, inventory number of the University, price from invoices or invoices

All equipment purchased within the BIOSINT project is duly registered as the University's inventory, as evidenced by a screenshot of the document through which the University performs this type of work ([Accounting records 000/24 dated 26.07.2024](#)).

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Nabavka OS

Broj: 000/24
Datum: 26.07.2024

NETWORK I DOO

POTPORUČNIKA SMAJIĆA 26
76300 BIJELEJINA
JIB: 4402199430004, PIB: 402199430004
Tel: 055/211-520
Interna šifra: 73

RB	OSNOVNO SREDSTVO	FAKTURNO	Z. TROŠAK	NABAVKA
1 [3362]	YeaLink MCore+licenca mikrossoftteams+ugradnja-BIOSINT	14.718,60	0,00	14.718,60
2 [3363]	YeaLinkMTouchPlusTouchPanel-BIOSINT	3.744,00	0,00	3.744,00
3 [3364]	YeaLink Enterprise Multifunkcional Room-BIOSINT	877,50	0,00	877,50
4 [3365]	YeaLink audio video procesor-BIOSINT	2.983,50	0,00	2.983,50
5 [3366]	YeaLink Dual-aye UVC86-BIOSINT	6.323,85	0,00	6.323,85
6 [3367]	YeaLink MSpeaker II-BIOSINT	2.281,50	0,00	2.281,50
7 [3368]	YeaLink VCM35-BIOSINT	2.164,50	0,00	2.164,50
8 [3369]	YeaLink WPP30-BIOSINT	760,50	0,00	760,50
9 [3370]	TV TCL 85C735 QLED-BIOSINT	5.744,70	0,00	5.744,70
10 [3371]	Pokretni stalak na tockice-BIOSINT	2.211,30	0,00	2.211,30
11 [3372]	YeaLink Dual-aye UVC86-BIOSINT	6.323,85	0,00	6.323,85
12 [3373]	YeaLink WPP30-BIOSINT	760,50	0,00	760,50

Fakturno	48.894,30
Z. Trošak	0,00
Nabavka	48.894,30

- ☒ 11. Pictures of the equipment within **Virtual classroom at the Faculty of Medicine** with the registration numbers of the University and the sticker of the European Commission.

Pictures of the Virtual classroom with procured equipment are available on [the link](#).

- ☒ 12. Depreciation of equipment/ institutional lists

Depreciation will be done at the end of the year.

- ☒ 13. Equipment testing

Equipment is functional, otherwise the supplier would have been contacted if the equipment was faulty.

- ☒ 14. Proof about recovered VAT if there exists

VAT refund not made.