

**BELGRADE AIRPORT doo Belgrade**

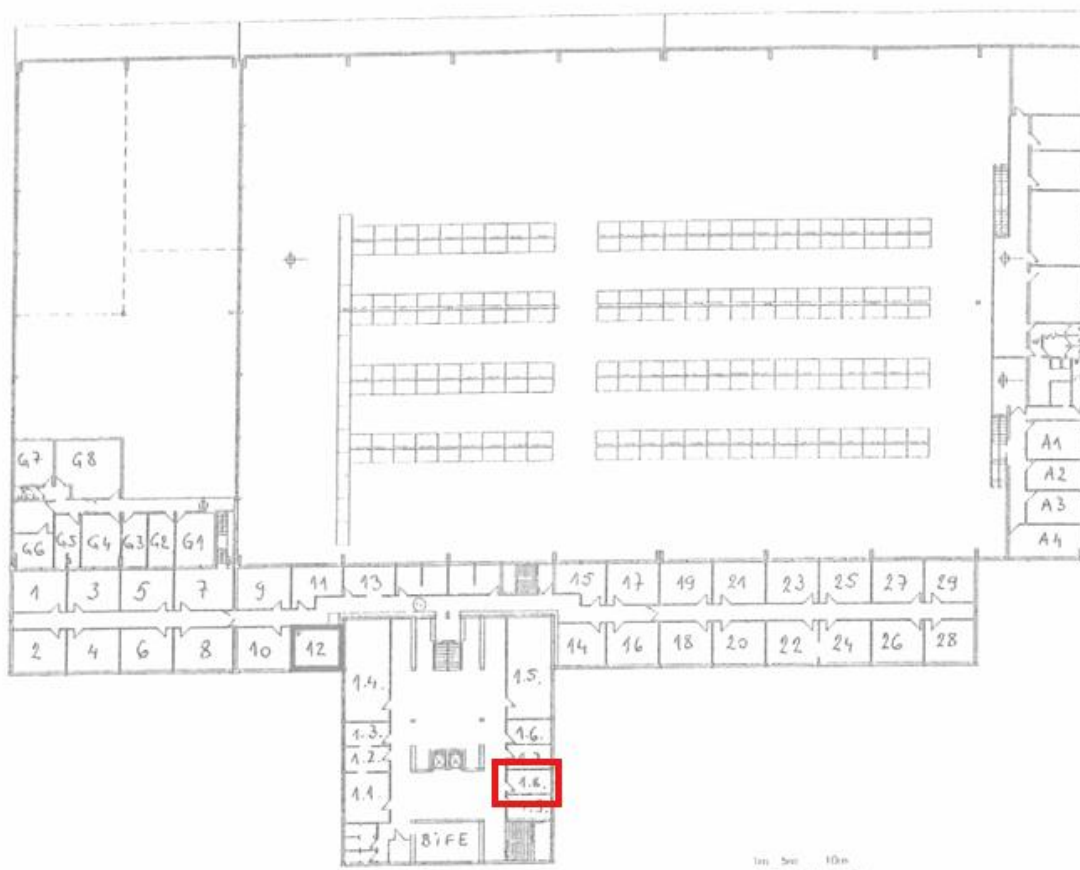
**INSTRUCTS CALL FOR OPEN PROCEDURE**

**FOR RENTAL SPACE IN THE BUILDING OF THE GOODS AND CUSTOMS WAREHOUSE AT THE NIKOLA TESLA AIRPORT IN BELGRADE**

**1. Description , drawings and rent of the space to be leased :**

ORDER NUMBER	SPACE	AREA	LOCATION	Initial monthly rental price is common costs excluding VAT
1.	Office no. 1.8	9.00 m <sup>2</sup>	Customs warehouse – 1st floor	300.00 euros
2.	Office no. 4.10	28.35 m <sup>2</sup>	Customs warehouse - 4th floor	600.00 euros

**Office No. 1.8 – 1st floor of the Customs Warehouse building**



**Office No. 4.10 – 4th floor of the Customs Warehouse building**



**NOTE: The fixed rent amount will be adjusted to the HICP (Harmonized Index of Consumer Prices in the European Union) at the end of each year until the expiration of the contract, and will begin to apply on 31.12.2027.**

The space is leased for the provision of freight forwarding services.

Space is leased, in "as is" condition, without the Tenant's right to subsequent complaints and with the Tenant's obligation to bring the Premises to their intended purpose and equipment at their own expense, i.e. to furnish the Premises with furniture and equipment without the right to carry out any construction work.

Upon handover of the space, a handover report will be drawn up, which will state the current condition of the space.

The space being leased cannot be subleased.

Interested bidders can visit the premises, with prior notice to the contact person's e-mail. [stance.veljkovic@beg.aero](mailto:stance.veljkovic@beg.aero) and [mihajlo.jaksic@beg.aero](mailto:mihajlo.jaksic@beg.aero)

## **2. Essential elements of a lease agreement**

sample space rental agreement from the contact persons listed in the previous point.

### **2.1 Period for which the lease agreement is concluded**

The space is leased for a fixed period of time, for a period of three (3) years, starting from the date of taking over the space.

### **2.2 Rent**

Initial fixed monthly rent for:

1. Space 1 is **300.00** euros, excluding VAT;
2. Space 2 is **600.00** euros, excluding VAT.

The selected Tenant will pay the rent offered from the submitted written offer, together with the applicable tax, on a monthly basis, within 10 days from the date of issuance of the invoice in dinar equivalent at the middle dinar exchange rate of the National Bank of Serbia on the date of the tax liability.

### **2.3 Payment security**

Deposit in the amount of three fixed monthly rents including VAT.

### **2.4 The reasons why BELGRADE AIRPORT doo Beograd may cancel the lease agreement are:**

1. If the Tenant, even after a warning from the Landlord, uses the Premises contrary to this Agreement;
2. If the Tenant sublets or makes alterations to the Premises without the prior written consent of the Landlord;
3. In the case of carrying out investment works, i.e. reconstruction of the Space that is the subject of the lease;
4. If the Lessee fails to deliver the security within the period specified in Article 5 of this Agreement and fails to maintain a deposit in the amount of three (3) monthly rents of the Premises with applicable VAT, as provided for in Article 5 of this Agreement.
5. If the Tenant has not brought the Premises into use within the agreed period.
6. In the event that the Lessee enters into a process of liquidation, bankruptcy or judicial reorganization proceedings (date of publication of the decision on the website of the Business Registers Agency of the Republic of Serbia), or compulsory liquidation (date of publication of the notice on the website of the Business Registers Agency of the Republic of Serbia), or any other process of termination of the Lessee;
7. Initiation of criminal or any other similar proceedings against the Lessee;
8. In the event of termination or termination of the Concession Agreement for any reason, the Lessor or the Concession Grantor or the Priority Financiers shall have the right to notify the Lessee in writing that the Concession Grantor, the Priority Financiers or a third party appointed by them will take over the further execution of this Agreement in place of the Lessor, in which case it shall be deemed that upon delivery of such notice, or on the date specified in such notice, this Agreement has been assigned to the appropriate person, to which the Lessee gives its consent in advance.

### **3. Method of submitting a bid**

The offer must contain the following documents:

1. Data about the bidder: company, registered office, personal identification number, e-mail address for communication;
2. A copy of the extract from the Business Registers Agency of the Republic of Serbia;
3. Offer (in free form) with a clearly stated amount of the monthly price offered in euros excluding VAT, certified with a seal and signed by an authorized person of the offeror;
4. Provide an email address in the offer for notification of the selection of the most favorable offer;
5. Proof that he has paid a deposit of 100,000.00 dinars ;  
The deposit is paid to the current account of the company 170-0030036782000-94 of *Unikredit* Bank, with the indication "deposit for the advertisement for the lease of premises". The deposit is paid for participation in the procedure. The deposit paid for the most favorable bidder remains for the purpose of securing the payment of the rent and settling all other obligations of the Lessee under the contract. The Lessee is obliged to immediately, and no later than within 7 days from the date of conclusion of the lease agreement, pay the deposit amount up to the level of three times the offered rent, as well as to maintain the deposit at the level of three monthly rent prices for the premises including VAT during the term of the contract. The selected bidder who withdraws from the submitted bid, refuses to conclude the lease agreement within 7 days from the date of delivery of the contract for signature, loses the right to a refund of the deposit. For other bidders, the deposit paid will be returned within 7 working days from the date of the decision to lease the subject space.

**The offer must include the account number to which the deposit will be refunded.**

6. A statement accepting the terms and conditions of the advertisement, signed by an authorized person of the bidder.

Submit the document in original or certified copy.

**Interested bidders may submit a bid for both of the above-mentioned spaces, in order of priority, with the note that the subject of the lease for concluding the Space Lease Agreement with the selected bidders will be only one of the above-mentioned spaces.**

### **3.1 Criteria for selecting the most favorable offer**

The Commission will make the decision to select the most favorable bidder based on the highest offered amount of fixed monthly rent.

### **3.2 Notification of selection of the best offer**

The Commission will deliver the notification of the selection of the most advantageous bidder within 10 days of the expiration of the deadline for submission of bids to the email address for delivery of the notification of the selection of the most advantageous bid.

### **3.3 Method, place and time for submitting the offer**

The offer must be submitted in writing, in a sealed envelope, directly or by mail (registered mail) to the following address:

**BELGRADE AIRPORT Ltd. Belgrade  
11180 Surčin Belgrade Airport 47  
OFFICE – red building**

COMMISSION FOR RENTAL OF SPACE

On the front of the envelope, it is mandatory to write the text: "BID FOR RENTAL OF SPACE IN THE GOODS CUSTOMS WAREHOUSE BUILDING - DO NOT OPEN", and on the back of the envelope, clearly write the name and address of the bidder. The bid must be delivered in a sealed envelope by 03.06.2026 . year until 12:00 p.m.

Bidders are obliged to the name of the bidder and the details of the person who will submit the bids, no later than the day before the date of bid opening, which is specified in the Invitation. The details must be submitted to the following e-mail address: [stance.veljkovic@beg.aero](mailto:stance.veljkovic@beg.aero) and [mihajlo.jaksic@beg.aero](mailto:mihajlo.jaksic@beg.aero).

The above information must be submitted in order to BELGRADE AIRPORT d . o . o . Beograd promptly notified the Security Service, in order to enter the security restricted zone of the airport, Red Building A S.

Untimely offers, i.e. offers that have not arrived at the Registry Office BELGRADE AIRPORT d . o . o . by the specified deadline, regardless of the method of delivery, will be returned to the bidder unopened with a note that they are untimely.

All questions related to this call can be directed to the contact person: [stance.veljkovic@beg.aero](mailto:stance.veljkovic@beg.aero) and [mihajlo.jaksic@beg.aero](mailto:mihajlo.jaksic@beg.aero).

BELGRADE AIRPORT Ltd. Belgrade reserves the right to reject any bidder's bid without assigning any reason.

**ATTACHMENT**

**CONTENT OF THE STATEMENT OF ACCEPTANCE OF THE CONDITIONS PROVIDED FOR  
INVITATION FOR PARTICIPATION  
IN THE PROCESS OF LEASE OF SPACE FOR THE INSTALLATION OF SELF-SERVICE  
DEVICES AT THE LOCATION OF NIKOLA TESLA AIRPORT IN BELGRADE**

**BIDDER'S STATEMENT :**

\_\_\_\_\_ I declare that I accept all the conditions stipulated in this invitation.  
( name of the Bidder )

Authorized person

\_\_\_\_\_

( Name and surname )