

CZ.1.05/2.1.00/03.0064

CENTRUM DOPRAVNÍHO VÝZKUMU, V. V. I.

Tender Documentation

VR 67A:Purchase of Driving Simulator for Transport R & D Centre

**FOR PREPARATION OF PUBLIC CONTRACT OFFER FOR SUPPLIES TENDERED IN OPEN OVER-LIMIT
PROCEDURE**

CZ.1.05/2.1.00/03.0064

Contents

1	Specification of public contract subject matter	3 -
1.1.	Classification of public contract subject matter according to CPV	3 -
1.2.	Time and place of public contract performance.....	4 -
1.3.	Expected value of public contract.....	4 -
1.4.	Additional information to tender documentation.....	4 -
2.	Conditions and requirements for tender offer preparation	5 -
3.	Qualification of contractors	7 -
3.1.	Basic qualification requirements for public contract	9 -
3.2.	Professional qualification requirements.....	11 -
3.3.	Economic and financial eligibility to complete public contract.....	12 -
3.4.	Technical qualification requirements	12 -
3.5.	Failure to fulfil qualification	13 -
4.	Method of preparation of offered price	13 -
5.	Payment conditions	13 -
6.	Evaluation criteria and method to evaluate offers.....	13 -
7.	Other requirements	14 -
8.	Business conditions.....	15 -
9.	Opening envelopes with offers.....	15 -

CZ.1.05/2.1.00/03.0064

Tender documentation

for the preparation of public contract offer in compliance with Act No. 137/2006 Coll., on Public Contracts, as amended, (hereinafter referred to as "Act") and in accordance with the Rules for the selection of contractors within the Operational Programme Research and Development for Innovation for the period of 2007 - 2013

Public contract title: VR 67: Purchase of Driving Simulator for Transport R & D Centre

Contracting Authority: Centrum dopravního výzkumu, v. v. i.
Registered Office: Líšeňská 2657/33a, 636 00 Brno - Líšeň
Represented by: prof. Ing. Karel Pospíšil, Ph.D., MBA
Company Identification Number: 44994575

The Contracting Authority shall be represented, in compliance with § 151 of the Act, by the company OTIDEA a.s., identification number: 27 14 24 42, with registered office at Václavské náměstí 11, 110 00 Praha 1, Czech Republic.

Contact Person: Mgr. Kateřina Kolářková

Phone Number: +420 295 565 127

E-mail: zakazky@otidea.cz

Tenderers are obliged to make all correspondence and communication through OTIDEA a. s.

1 Specification of public contract subject matter

1.1. Classification of public contract subject matter according to CPV

Classification of public contract subject matter matches with item:

Driving simulator CPV: 34152000-7

Description of public contract subject matter

The public contract subject matter is the construction of a truck driving simulator with possible modification to a bus simulator. It is a complex device consisting of several inter-operating modules, such as an audio-visual system, which provides visualization and sound of simulated environment, completely equipped cabin of a simulated vehicle, a moving system, which provides adequate motion feedback of the cabin according to the actual vehicle operation in the simulated

CZ.1.05/2.1.00/03.0064

environment, and corresponding interfaces, which allow to connect additional devices such as eye-tracking, sensors of driver's physiological functions when driving, etc. The device shall be placed in a laboratory which meets the criteria necessary for correct and safe operation of the system. The factors concerned include suitable lighting, adequate ventilation, required power supply, sufficient space for the simulator itself as well as for operators' centre, from which the simulator shall be controlled. The aim of the simulator is to simulate, as authentically as possible, the real road traffic conditions, and to imitate the design and parameters of vehicle moving in such environment in the extent and accordance with tender conditions.

A more detailed specification is provided in Annex. 1 – Details of public contract subject matter (technical conditions).

1.2. Time and place of public contract performance

Expected commencement: Immediately upon contract signature

Expected end: 23rd December, 2014

Place of public contract performance: Líšeňská 2657/33a, 636 00 Brno – Líšeň,

The contractor is obliged to deliver and install the subject matter into the buildings and rooms designated by the Contracting Authority prior to the delivery and installation of the simulator.

Inspection at the place of performance shall be held on 16th May 2014 from 10:00 am. All inspection participants shall meet at the above mentioned place of public contract performance.

1.3. Expected value of public contract

Total expected value: **CZK 13,000,000 excl. VAT**

The expected value of the public contract is set as the maximum value and may not be exceeded. Contracting Authority does not have greater financial resources for the performance of the contract. In case of exceeding the expected value of the public contract in tenderer's offer, tenderer shall be disqualified from the procedure for failure to meet the tender documentation.

1.4. Additional information to tender documentation

Contractor has the right to ask for a submission of additional information to any part of the tender documentation (i.e. including its Annexes) in compliance with S. 49 of the Act.

- Contractor is obliged to deliver their requests for additional information (queries) to tender conditions in writing to the address of the contact person of Contracting Authority,

CZ.1.05/2.1.00/03.0064

Mgr. Kateřina Koláčková, **OTIDEA a.s.**, **identification number: 27142442**, **Václavské náměstí 11, 110 00 Praha 1**, e-mail: zakazky@otidea.cz.

The Contracting Authority also specifies that for legal certainty of the procedure, all communication with the Contracting Authority may only be in writing. Documents may be delivered to the Contracting Authority in person, by a courier, via postal license holder to the address **OTIDEA a.s.**, **identification number: 27142442**, **Václavské náměstí 11, 110 00 Praha 1**, or electronically – i.e. by e-mail to the address zakazky@otidea.cz, where the subject of the e-mail message shall quote “67A – Purchase of driving simulator”.

2. Conditions and requirements for tender offer preparation

- 2.1 **Offers are submitted** in a written form in a properly sealed envelope bearing at its closures the name of the business /trade name and the stamp or signature of the statutory body of tenderer or a person authorized to represent tenderer. The envelope must be clearly marked with the title of the public contract “**Do not open - VZ: 67A – Purchase of driving simulator**”. The envelope must bear the address where it is possible to send a notice in compliance with S. 71 (6) of the Act.
- 2.2 Offers are submitted at the latest by 17th June 2014 by 11:00 am at the address of Contracting Authority, i.e. Centrum dopravního výzkumu, v. v. i., Líšeňská 2657/33a, 636 00 Brno - Líšeň (at the reception) on working days from 8:00 am till 5:00 pm; on the last day till 11:00 am. Offers may be delivered to Contracting Authority at the address above either in person, by a courier or via a postal license holder under a special legal regulation. Other delivery is not considered a due offer submission.
- 2.3 The offer must include identification data of tenderer, particularly: its business name, registered office, identification number, a person authorized to act on behalf of tenderer, or person authorized to represent tenderer, and contact address for correspondence between tenderer and Contracting Authority.
- 2.4 The offer must be prepared in Czech or English language and documents prepared in any other language must be accompanied with their official translation into Czech, this rule not being applied for documents submitted in Slovak language. The offer shall contain a draft Contract, attached as Annex 4 to this documentation, signed by a person authorized to act on behalf of tenderer or for tenderer.
- 2.5 All documents or statements where signature of tenderer is required must be signed by a person authorized to act on behalf of the tenderer or for tenderer. If signed by another person, the original or a certified copy of their authorization must be a part of the offer.

CZ.1.05/2.1.00/03.0064

- 2.6 The offer shall be submitted as one original in writing. All sheets of the offer shall be firmly fastened or stapled together so that they are adequately secured against removal from the offer. All printouts shall be properly readable, without cuts and transcripts.
- 2.7 All pages of the offer, or its individual parts, shall be numbered consecutively.
- 2.8 If an offer is submitted jointly by several tenderers (joint offer), the offer shall include the name of a person authorized to represent these tenderers in contact with the Contracting Authority during the procedure.
- 2.9 Tenderer, along with the offer in paper, shall also submit a scan of the entire offer in electronic form (in PDF format) on an enclosed CD/DVD.
- 2.10 **Submitted offer shall have the following structure:**
- a) **Initial page**
Name and code of public contract, identification data of Contracting Authority.
 - b) **Content**
It must contain all the following chapters of the offer, structured as required, with adequate sheet/page numbers.
 - c) **Offer cover sheet**
The cover sheet shall include the following information: title of public contract, basic identification data of Contracting Authority and tenderer (including persons authorized to conduct further negotiations), offered price structured according to the tender documentation, date and signature of the person authorized to act on behalf of tenderer or for tenderer. See Annex 2 to this tender documentation.
 - d) **Documents proving the qualification** structured as specified in Article 3 of this tender documentation
 - e) **An affidavit of their economic and financial eligibility** to complete the public contract
 - f) **A list of statutory bodies or members of statutory bodies** which have been in the last 3 years from the end of the deadline for submitting offers in industrial, functional, or other similar relationship with Contracting Authority (in compliance with S. 68 (3) (a) of the Act).
 - g) In case contractor is an incorporated company, **a list of shareholders** whose total nominal value exceeds 10 % of the nominal capital, issued within the deadline for submitting offers (in compliance with S. 68 (3) (b) of the Act).
 - h) **A statement of tenderer that they have not and shall not conclude an illegal agreement** in accordance with a special legal regulation (Act no. 143/2001 Coll., on

CZ.1.05/2.1.00/03.0064

the Protection of Competition, as amended) in relation with the public contract (in accordance with S. 68 (3) (c) of the Act)

- i) **A completed draft contract** signed by a person authorized on behalf of the tenderer or for tenderer in accordance with Annex 4 of this tender documentation; tenderer is not entitled to make any changes to the draft contract, which is a part of this tender documentation.

Contracting Authority specified validity period on 90 days from the end of the deadline for submitting offers.

3. Qualification of contractors

Qualification requirements

In compliance with S. 50 (1) of the Act on Public Contracts, such contractor is considered qualified for performance of the subject matter, who:

- a) meets basic qualification requirements in compliance with S. 53 of the Act,
- b) meets professional qualification requirements in compliance with S. 54 of the Act,
- c) submits an affidavit on their economic and financial competence to fulfil the public order and
- d) meets technical qualification requirements in compliance with S. 56 of the Act.

Proving the fulfilment of qualification requirements through subcontractor

In case, in compliance with S. 51 (4) of the Act, the contractor is unable to prove the fulfilment of any part of the qualification required by Contracting Authority in compliance with S. 50 (1) (b and d) of the Act in full extent, the contractor has the right to prove the missing fulfilment of qualification through a subcontractor. In compliance with S. 17 (i) of the Act, subcontractor is deemed a person, with the help of whom, the contractor performs a certain part of the public order or a person which shall provide the contractor with certain things or rights to perform the public order. In compliance with Act No. 89/2012 Coll., Section 1935, Commercial Code, as amended, in case the contractor fulfils its obligation through a third person, i.e. a subcontractor, the contractor is as responsible as if they performed its obligation themselves.

In such case, contractor is obliged to submit to Contracting Authority the following:

- a) documents proving the fulfilment of the basic qualification requirement in compliance with S. 53 (1) (j) of the Act and the professional qualification requirement in compliance with S. 54 (a) of the Act by the subcontractor,
- b) contract concluded with the subcontractor which implies the obligation of a subcontractor to perform activities leading to perform the subject matter of the public order by the contractor, or to provide things or rights the contractor would be authorized to dispose of in order to perform

CZ.1.05/2.1.00/03.0064

the subject matter of the public order, at least in such extent that the subcontractor would prove the fulfilment of the qualification in compliance with S. 50 (1) (b and d) of the Act.

Contractor is not allowed, through the subcontractor, to prove the fulfilment of the qualification in compliance with S. 54 (a) of the Act, i.e. extract from the Commercial Register, should the contractor be listed there, or another similar register, should the contractor be listed there.

Proving the fulfilment of qualification for joint offers

In case the subject matter of the public order is performed by several contractors and to that effect they submit or intend to submit the joint offer, in compliance with the legal provisions of S. 51 (5) of the Act, each of the contractors is obliged to prove the fulfilment of basic qualification requirements stipulated by legal provisions of S. 50 (1) (a) of the Act and professional qualification requirements stipulated by S. 54 (a) of the Act in its full extent. All contractors shall prove the fulfilment of qualification, in compliance with S. 50 (1) (b and d) of the Act, together. Similarly, S. 51 (4) of the Act is applied when a subcontractor is used for a missing part to prove the fulfilment of qualification.

In case the subject matter of the public order shall be performed in compliance with S. 51 (5) of the Act jointly by several contractors, the contractors are, in compliance with S. 51 (6) of the Act, obliged to submit, together with documents proving the fulfilment of qualification requirements, a contract containing a commitment that all the contractors shall be bound to Contracting Authority and third persons based on any legal matters arising in connection with the public order jointly and inseparably for the whole length of performing the subject matter of the public order and other commitments arising from the public order.

List of qualified contractors

In case the contractor submits to Contracting Authority the extract from the list of qualified contractors in compliance with S. 125 of the Act as amended in due time to prove the fulfilment of qualification, this extract from the list of qualified contractors supersedes the proof of fulfilment of:

- a) basic qualification requirements in compliance with S. 53 (1 or 2) of the Act and
- b) professional qualification requirements in compliance with S. 54 of the Act in the extent in which the documents proving the fulfilment of these professional requirements cover the requirements of Contracting Authority for proving the fulfilment of professional qualification requirements for the performance of the public order.

System of certified contractors

In case the contractor submits to Contracting Authority a certificate issued within the system of certified contractors in compliance with S. 133 of the Act and further legal provision which contains the requirements specified in S. 139 of the Act by the deadline for proving the fulfilment of qualification (S. 52 of the Act), this certificate supersedes the contractor's fulfilment of qualification in the extent of the data specified in the certificate.

CZ.1.05/2.1.00/03.0064

Authenticity and age of documents

Unless specified otherwise by legal provisions, contractor submits, in compliance with S. 57 (1) of the Act, copies of documents proving the fulfilment of qualification. Before the conclusion of the contract, Contracting Authority has the right to ask for a submission of originals or certified copies proving the fulfilment of qualification. A tenderer with whom a contract shall be concluded, in compliance with S. 82 of the Act, is obliged to submit originals or certified copies proving the fulfilment of qualification valid on the date of the offer submission.

Documents proving the fulfilment of qualification and the extract from the Commercial Register may not be older than 90 calendar days on the date of the offer submission, in compliance with S. 57 (2) of the Act.

In case legal provisions or Contracting Authority require an affidavit to fulfil qualification, such affidavit shall contain the data on proving the fulfilment of qualification required by legal provisions and Contracting Authority and shall be concluded by a person authorized to act on behalf of or for contractor. In case a person different from an authorized person to act on behalf of or for contractor acts for contractor, authorization shall be included in the original or a in a certified copy.

Changes in contractor's qualification

In case, that by the time of decision on tender award, a contractor fails to comply with qualification requirements, they shall inform Contracting Authority of such situation in writing within 7 working days. The contractor is obliged to submit relevant documents to prove the fulfilment of qualification in its full extent within 10 of informing Contracting Authority of such situation. On the basis of a contractor's demand, Contracting Authority may prolong such deadline or may pardon the missed deadline.

The obligation according to the previous paragraph is, in accordance with S. 58 (2) of the Act, applicable for tenderers with whom it is possible to conclude a contract by the decision of Contracting Authority, in compliance with S. 81 of the Act, until the time the contract is concluded. In such case, the tenderer with whom Contracting Authority concludes the contract shall submit the required documents proving the fulfilment of qualification in the full extent at the latest on conclusion of the contract.

Deadline for proving the fulfilment of qualification

Contractor is obliged to prove the fulfilment of qualification within the deadline for submitting offers.

3.1. Basic qualification requirements for public contract

Basic qualification requirements are met by contractor:

- a) that has not been convicted of a criminal offence committed for the benefit of a criminal conspiracy, of a criminal offence of participation in a criminal conspiracy, legalization of

CZ.1.05/2.1.00/03.0064

- proceeds of criminal activity, complicity, accepting bribes, bribery, fraud, loan fraud, including the cases of preparation for and attempts of or accessoryship in such criminal offence, or if the conviction on committing such a criminal offence has been expunged; this requirement shall be met by the statutory body or by each member of the stature body in the case of a legal person, and where a legal person acts as a statutory body or a member of a statutory body of an economic operator, this requirement shall be met by a statutory body or by each member of a statutory body of such a legal person; if a tender offer or request to participate is submitted by a foreign legal person by means of its organizational branch, the requirement pursuant to this subparagraph shall be met, besides the stated persons, also by the head of the organizational branch; such basic requirement shall be met by the contractor both in relation to the territory of the Czech Republic and to the country of registered office, seat, place of business or residence thereof,
- b) that has not been convicted of a criminal offence where the facts of the case are related to the object of business activities of the contractor under separate legal regulations or where the conviction on committing such a criminal offence has been expunged; this requirement shall be met by the statutory body or by each member of the stature body in the case of a legal person, and where a legal person acts as a statutory body or a member of a statutory body of an economic operator, this requirement shall be met by a statutory body or by each member of a statutory body of such a legal person; if a tender offer or request to participate is submitted by a foreign legal person by means of its organizational branch, the requirement pursuant to this subparagraph shall be met, besides the stated persons, also by the head of the organizational branch; such basic requirement shall be met by the contractor both in relation to the territory of the Czech Republic and to the country of registered office, seat, place of business or residence thereof,
- c) that in the last 3 years has not been convicted of unfair competition by bribery in accordance with a special legal regulation,
- d) whose property is not being or has not been over the last 3 years subjected to insolvency proceeding which issued insolvency decision or the insolvency proposal was not rejected, since the property is insufficient to cover the insolvency proceeding costs, or bankruptcy has not been cancelled due to insufficient property, or receivership has been applied in accordance to special legal regulations,
- e) that is not in liquidation,
- f) without any tax arrears in tax records, both in the Czech Republic and in the country of registered office, seat, place of business or residence thereof,
- g) that has no arrears in premium and penalties of public medical insurance, both in the Czech Republic and in the country of registered office, seat, place of business or residence thereof,
- h) that has no arrears in premium and penalties of social security and unemployment insurance,

CZ.1.05/2.1.00/03.0064

both in the Czech Republic and in the country of registered office, seat, place of business or residence thereof,

- i) that has not been lawfully disciplinarily punished in the last 3 years, or was not imposed on disciplinary sanctions stipulated by special legal regulations, in case, in accordance with S. 54 (d) of the Act, it is required to demonstrate competence stipulated by special legal regulations; in case the contractor performs such activities through its authorized representative or another person responsible for the contractor's activity, this clause also applies to these persons,
- j) that is not recorded in the register of persons forbidden to perform public contracts and
- k) that has not been imposed on a penalty in the last 3 years for allowing a performance of illegal work stipulated by special legal regulations,

Tenderer proves fulfilled basic qualification requirements by submitting:

- a) **extract from criminal records** for S. 3.1 (a) and (b) of this tender documentation. In case it is a legal person, tenderer submits extract from criminal records for the legal person as well as for the statutory body or for all members of the statutory body. If the offer is submitted by a foreign legal person by means of its organizational branch, tenderer submits the extracts from criminal records on behalf of the head of the organizational branch as well as on behalf of the statutory body or for all members of the statutory body of such foreign legal person. The extract from criminal records may not be older than 90 calendar days as of the day of the offer submission.
- b) **certificate of appropriate tax office** and an affidavit for S. 3.1 (f) of this tender documentation in relation to excise duty, which may not be older than 90 calendar days as of the day of the offer submission.
- c) **certificate of appropriate body of Czech Social Security Administration** for S. 3.1 (h) of this tender documentation, which may not be older than 90 calendar days as of the day of the offer submission.
- d) **affidavit** for S. 3.1 (c), (d), (e), (g), (i), (j), (k) of this tender documentation, affidavit – Annex 3 of this tender documentation.

3.2 Professional qualification requirements

Professional qualification requirements are met by contractor that:

- a) submit an **extract from the Commercial Register**, should the contractor be listed there, or an extract from another register, should the contractor be listed in this register. The extract from Commercial register may not be older than 90 calendar days as of the day of the offer submission.

CZ.1.05/2.1.00/03.0064

- b) submit a **proof of its authorisation** to conduct business pursuant to special regulations in the extent corresponding with the subject matter of the public order, particularly a **relevant business licence or certificate**. The documents on business licence must demonstrably cover all activities which are the subject matter of the public contract performance.

3.3 Economic and financial eligibility to complete public contract

In compliance with S. 50 (1) (c), contractor submits an affidavit on their economic and financial eligibility allowing to complete the public contract – Annex 7 of the tender documentation. The affidavit shall be signed by a person authorized to act on behalf of or represent the contractor and the affidavit shall make it obvious that the contractor fulfils the requirements required by the Contracting Authority. In case a person different from an authorized person to act on behalf of or for contractor acts for contractor, authorization shall be included in the original or a in a certified copy.

3.4 Technical qualification requirements

3.4.1 In compliance with S. 56 (1) (a) of the Act, Contracting Authority requires that contractor shall submit a list of important contracts which they have executed within last 3 years mentioning their extent and time of performance; the list shall include this annex:

1. a certificate issued or signed by a public Contracting Authority, in case the goods was delivered to public Contracting Authority, or
2. a certificate issued by another person, in case the goods was delivered to a different person from public Contracting Authority, or
3. a contract with another person and a document on the performance of the subject matter of the contractor, unless it is impossible to obtain a certificate according to Article 2 from such person due to reasons concerning that party

Certificates shall include in particular the place and time of performance of public contract, title of Contracting Authority, and the value of public contract, and a certificate on duly performed public contract issued by Contracting Authority.

Proving the fulfilment of a given technical qualification requirement according to S. 56 (1) (a) of the Act:

The contractor fulfils this qualification requirement through submitting a list in the form of an affidavit including all particular annexes which shall make it obvious that contractor performed at least 3 important deliveries and installations of a driving simulator for a single client in the value of minimum CZK 6 million, excl. VAT.

CZ.1.05/2.1.00/03.0064

3.5 Failure to fulfil qualification

Contractor that fails to fulfil qualification in the required scope or fails to meet the obligation specified in S. 58 of the Act shall be disqualified from tender by Contracting Authority.

4. Method of preparation of offered price

- 4.1 Offered price shall be submitted as the maximum price; it shall consist of a price for the supply of a functional simulator excl. VAT, a price for the final completion and harmonization of all delivered parts including the supplied parts of the subject matter, total price excl. VAT, rate and amount of VAT, and the price incl. VAT. The offered price shall be stated in Czech crowns.
- 4.2 Tenderer states the offered price for the complete performance of the whole public contract, for which they submit their offer.
- 4.3 Offered price shall be specified in the cover sheet of the offer whose sample is an Annex 2 of this tender documentation.
- 4.4 The offered price can only be exceeded in a case of a change in tax regulations related to VAT, while the value of the price excl. VAT is unexceedable.

5. Payment conditions

Payment conditions are specified in Section V of the draft Contract for Work, which is Annex 4 of tender documentation.

6. Evaluation criteria and method to evaluate offers

- 6.1 The primary evaluating criterion is the most economic favourability of offers.

Evaluating criteria for evaluation of offers are set as follows: criterion weight

1. Contract for work excl. VAT **weight 85 %**

Tenderer in the draft of contract for work specify the total offered price excl. VAT.

2. Technical level of functionalities **weight 15 %**

The selected above-standard equipment specified in Annex 1 of the sample Contract – Technical Specification shall give the evaluated offer the amount of points according to an evaluating table, which is Annex 3 of this tender documentation.

- 6.2 The evaluation shall be performed by the following method:

CZ.1.05/2.1.00/03.0064

1. criterion – total offered price: Contracting Authority shall be evaluating the offered price in CZK excl. VAT by its absolute amount. For the evaluation, Contracting Authority shall use the method of point awarding and the point evaluation shall be calculated according to the following formula:

$$\frac{\text{lowest offered price}}{\text{evaluated price in CZK}} \times 100$$

The evaluation shall be calculated in points in two decimal places and subsequently multiplied by the weight of the first evaluating criterion.

2. criterion – technical level of functionalities: Tenderer receives the amount of points according to the evaluating table, which is Annex 3 of this tender documentation, and according to the designed above-standard equipment specified in Annex 1 of the sample Contract – Technical Specification (above-standard equipment is marked “SHOULD”). The amount of points shall be multiplied by the weight of the second evaluating criterion.

For individual partial evaluating criteria Contracting Authority sets weights in percentages by their importance for a specific procedure so that their sum in total is 100. Partial fulfilment of individual partial criterion shall not be evaluated by points.

- 6.3 The final evaluation is performed by the committee by summing of points of evaluated partial criteria 1 and 2 and producing the resultant ranking of tenderers on the basis of the total point score. The most economically favourable offer is the one which obtains by the evaluation the highest point score by the method specified above.
- 6.4 Tenderer has not the right to condition Contracting Authority’s proposed conditions which are the subject of the evaluation by another condition. Such conditioning or failure to fulfil the requirements by Contracting Authority is a reason for discarding of the offer and disqualification of tenderer from the tender. Contracting Authority shall proceed similarly in case a value which is a subject of the evaluation is specified in a different quantity than required by Contracting Authority.

7. Other requirements

- 7.1 Contracting Authority reserves the right to verify information provided by tenderer through third persons and tenderer is obliged to provide all due cooperation in this respect.
- 7.2 Contracting Authority allows no offer versions.
- 7.3 Tenderer is obliged to specify in detail the parts of the public contract they intend to commission to one or more subcontractors, and they are obliged to specify all identification data of all these subcontractors.

CZ.1.05/2.1.00/03.0064

- 7.4 Tenderers themselves bear all costs related to the participation in the tender procedure. Individual tenderers are obliged to restrain themselves from any acts which may affect the transparent and non-discriminating course of the tender procedure, particularly acts which may consequently affect the competition among Tenderers within the award of the public contract.
- 7.5 Contracting Authority informs of the fact that the awarded contractor shall become a person obliged to cooperate in the performance of financial control in the sense of S. 2 (e) of the Act No. 320/2001 Coll., on Financial Control in the Public Administration, as amended.
- 7.6 Contracting Authority informs of the fact that for a specified time period the awarded contractor shall be obliged to provide access for Managing Body of the Operational Programme for Research and Development for Innovations (Ministry of Education, Youth and Sports) to the parts of offers, contracts and related documents which are subjected to protection in accordance with special legal regulations (e.g. commercial secrets, confidential information), upon a condition that requirements stipulated by legal regulations are met (e.g. Act No. 255/2012 Coll., on State Control, as amended).

8. Business conditions

- 8.1 Every draft contract must be signed by a person authorized to act on behalf of or for tenderer. In such case, the original or a legally certified copy of the authorization must be included in tenderer's draft contract.
- 8.3 Draft for Contract for Work is included in this tender documentation in Annex 4.
- 8.4 Tenderer fills in the appropriate data in the draft contract in all designed boxes (yellow colour). Other provisions of the draft contract may not be changed or complemented by tenderer.

9. Opening envelopes with offers

The opening of envelopes takes place on **17th June 2014 at 11:00** o'clock at the seat of **Contracting Authority: Centrum dopravního výzkumu, v. v. i., Líšeňská 2657/33a, Brno 636 00**. The opening of envelopes may be attended by all tenderers that submitted their offers within the time period for offers submission, while one person per each tenderer is allowed to participate the opening of envelopes. These representatives shall produce a document authorizing them to act on behalf of tenderer or full powers issued by a person authorized to act on behalf of tenderer.

Annexes:

- 1 Details of the subject matter of public contract (technical conditions)

CZ.1.05/2.1.00/03.0064

- 2 Offer cover sheet
- 3 Affidavit to basic qualification requirements
- 4 Draft contract for work
- 5 Affidavit in compliance with S. 2 (2.10) (h) of tender documentation
- 6 Affidavit on economic and financial eligibility

In Brno on 23th April 2014



prof. Ing. Karel Pospíšil, Ph.D., MBA, Director

Centrum dopravního výzkumu, v. v. i.



Líšeňská 33a, 636 00 Brno



cdv@cdv.cz

IČ: 44 99 45 75

DIČ: CZ44994575

CZ.1.05/2.1.00/03.0064

Annex No. 2 – Offer cover sheet

Offer Cover Sheet

Public contract title:	VR 67A: Purchase of Driving Simulator for Transport R&D centre			
Contracting Authority:	Centrum dopravního výzkumu, v.v.i. Líšeňská 33a, 636 00 Brno			
Tenderer's identification data:				
Business name/title:			
Seat			
Identification number			
Acting on behalf of/represented by:			
Offered price				
	Price in CZK excl. VAT	VAT rate (%)	Amount of VAT (in CZK)	Price in CZK incl. VAT
Total offered price:

Declaration on offered price:

- the offered price is stated as the total offered price for completing the performance of the subject matter of public contract, and
- the offered price is stated as maximum price and may not be exceeded with the exception of changed legal regulations concerning VAT, and
- the offered price contains pricing of all performances of the seller necessary for due performance of the public contract, i.e. includes pricing of all activities, supplies, and related acts in order to meet the reason and aim of the contract – supply of goods – of the public contract, i.e. also includes pricing of all activities, supplies, and related acts which are not specified in the contract.

Affidavit on offer preparation:

- tenderer, no person close to them, none of their employees, no tenderer's subcontractor, no person close to them, none of their employees participated in the production of the tender documentation of the above mentioned public contract,
- tenderer did not produce their offer in cooperation with another contractor that submitted an offer.

In on

.....

CZ.1.05/2.1.00/03.0064

stamp and signature of a person authorized to act on behalf of
for contractor

data on potential authorization:



CZ.1.05/2.1.00/03.0064

Annex No. 3 – Affidavit to basic qualification requirements

Affidavit

in compliance with Act No. 137/2006 Coll., on Public Contracts, as amended, (hereinafter referred to as "the Act")

I declare that:

in compliance S. 53 (1) (c) of the Act - in the last 3 years contractor has not been convicted of unfair competition by bribery under a special regulation,

in compliance S. 53 (1) (d) of the Act - my property is not being or has not been over the last 3 years subjected to insolvency proceeding which issued insolvency decision or the insolvency proposal was not rejected, since the property is insufficient to cover the insolvency proceeding costs, or bankruptcy has not been cancelled due to insufficient property, or receivership has been applied in accordance to special legal regulations,

in compliance S. 53 (1) (e) of the Act - contractor is not in liquidation,

in compliance S. 53 (1) (f) of the Act - contractor is without any tax arrears in tax records, both in the Czech Republic and in the country of registered office, seat, place of business or residence thereof,

in compliance S. 53 (1) (g) of the Act - contractor has no arrears in premium and penalties of public medical insurance, both in the Czech Republic and in the country of registered office, seat, place of business or residence thereof,

in compliance S. 53 (1) (i) of the Act - contractor has not been lawfully disciplinarily punished in the last 3 years, or was not imposed on disciplinary sanctions stipulated by special legal regulations, in case, in accordance with S. 54 (d) of the Act, it is required to demonstrate competence stipulated by special legal regulations; in case the contractor performs such activities through its authorized representative or another person responsible for the contractor's activity, this clause also applies to these persons,

in compliance S. 53 (1) (j) of the Act - contractor is not recorded in the register of persons forbidden to perform public contracts and

CZ.1.05/2.1.00/03.0064

in compliance S. 53 (1) (k) of the Act - contractor has not been imposed on a penalty in the last 3 years for allowing a performance of illegal work stipulated by S. 5 (e) (3) of the Act No. 435/2004 Coll., on Employment, as amended.

In on

(Business company – person authorized to act on behalf of or for tenderer – filled in by tenderer)

CZ.1.05/2.1.00/03.0064

Annex No. 5 – Affidavit in compliance with S. 2 (2.10) (h) of the tender documentation:

Affidavit

Tenderer hereby declare that they have not and shall not conclude an illegal agreement in accordance with Act No. 143/2001 Coll., on the Protection of Competition, as amended, in relation to public contract titled: **“VR 67A: purchase of Driving Simulator for Transport R&D centre”**.

In on

(Business company – person authorized to act on behalf of or for tenderer – filled in by tenderer)

CZ.1.05/2.1.00/03.0064

Annex No. 6 – Affidavit on economic and financial eligibility

Affidavit

Tenderer hereby declare that they are economically and financially eligible to complete public contract titled: "VR 67A: purchase of Driving Simulator for Transport R&D centre".

In on

.....

(Business company – person authorized to act on behalf of or for tenderer – filled in by tenderer)