



INVITATION TO TENDER AND AWARD CRITERIA

for a small-scale contract

Name of Tender	Thermoluminescent detectors
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1. Contracting Authority Identification Data

Legal name	Nuclear Physics Institute of the CAS, p. r. i. Ústav jaderné fyziky AV ČR, v. v. i.
Headquartered address	Husinec – Řež, čp. 130, 250 68 Řež, Czech Republic
Represented by	Petr Lukáš, director
VAT registration Number	61389005
Contracting authority profile	https://ezak.ujf.cas.cz/

2. Contact person

Name	Ing. Viktorie Dašková
Telephone number	+420 266173252
e-mail	daskova@ujf.cas.cz

3. Type of Tender and CPV code

Type	supply
CPV code	38341600-3 - Radiation monitors

4. Estimated Value of Procurement

135 000, - CZK excluding VAT

5. Subject of the contract

The subject of the public contract is the supply of thermoluminescent detectors for the needs of Nuclear Physics Institute, especially for the CRRAT project. The subject of performance is listed in Annex No. 1 (Technical Conditions).

The subject of the public procurement order includes:

- the delivery of the goods by the seller to the place of destination;
- free elimination of defects claimed during the warranty period which is at least 12 months.

6. Date and place of Contract Performance

Delivery times	Within 2 months from the signing of the contract
Place	The Contracting Authority headquarter: Nuclear Physics Institute of the CAS, p. r. i., detached workplace of the contracting authority in the area of the Hospital in Bulovka: Na Truhlářce 39/64, Prague 8 Czech Republic

7. Additional information

Business Conditions and Technical Requirements	The binding technical specification with the requirements for the characteristics of the object of the contract are specified in Annex No. 1 "Technical Conditions". Binding business terms & conditions applicable to this contract for work have been set out in Appendix No. 2 of these award criteria – "Purchase contract".
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	The economic operator shall submit a draft contract signed by a person (persons) authorized to act on behalf or as a representative of the economic operator; in the event of negotiations through a representative, the Contracting Authority requires, due to legal security, that the economic operator explain in the submitted tender the legal grounds of the representation (power of attorney, senior employee, etc.), unless such legal grounds are indicated in other submitted documents (e.g. proxy based on an entry in the Commercial Register).
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8. Structure of Tender

The tender must include the following documents and components; however, the following structure of the tender is intended to be understood as a recommendation only:

1. Tender cover sheet (see Annex 4 of these Tender Conditions – "TC")
2. Documents for proving the qualification according to point 11 of these TC, or the contractor's affidavit on the qualification (see Annex 3 of these TC)
3. A draft contract signed by a person authorized to act for or on behalf of the economic operator (Annex 2)
4. including the Annex 1 "Technical Conditions" of the TC.

9. Scope of the Tender Price

The tender price shall include all costs associated with the performance of the contract. The tender price shall include all work, deliveries and fees necessary for proper and complete performance of the contract. The tender price shall also be set in consideration of price development in the given field, including the development of the Czech currency exchange rate against relevant foreign currencies until the completion of the contract.

If the tender price, set in CZK excluding VAT, exceeds the maximum admissible amount, the Contracting Authority will exclude the participant from the procurement procedure.

The price of the delivery is in Czech currency with the possibility to pay in euros. The amount of the VAT is in line with applicable legal regulations on the date of signature of the Contract (VAT = 21 %).

If the Seller is headquartered outside the Czech Republic, the Seller shall not specify the VAT amount and the Total Price including VAT (customs duties may apply) and the tax obligation shall be transferred to the Buyer.

10. Place and Time Limit for the Submission of Tenders

Time limit	until 18.08. 2020 15:00
Place	Nuclear Physics Institute of the CAS, p. r. i. Ústav jaderné fyziky AV ČR, v. v. i. Husinec – Řež, čp. 130, 250 68 Řež, Czech Republic
Bid submission way	Tenders in paper form must be submitted by the above-mentioned time limit to: the NPI Director Secretariat located on the 1st floor (door number 222B) in building 351 at the address of the Contracting Authority's registered office.
Language	The tender shall be drawn up in Czech, English or Slovak language.

11. Qualification requirements

Basic Qualification

N. 1	Proving of Qualification obtained	The sample solemn declaration to prove eligibility is provided by the contracting authority in Annex no. 3 of this assignment documentation. Fulfilment of the basic qualification is proved by the supplier by
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		submitting a solemn declaration of the supplier (Appendix No. 3), which will be signed by a person authorized to act on behalf of or for the supplier; where appropriate, the supplier shall provide the original or an officially certified copy of the power of attorney granted to the agent in this case.
Professional Qualification		
N. 2	Proving of Qualification obtained	The Contracting Authority requires that the economic operator should prove its professional qualification by analogy in accordance with Section 77 (1) of the Public Procurement Act by submitting a copy of an entry in the Commercial Register or similar records provided that registration in such records is required pursuant to another legal regulation. The entry must not be older than 3 months as of the date of the tender submission.

12. Evaluation of Tender

The basic evaluation criterion for awarding this public contract shall be the economic advantageousness of the tender – the tender price.

Participants' bids will be evaluated according to the total bid price in CZK without VAT. The bid with the lowest bid price will be determined as the most successful bid.

13. Recommendations concerning the formal processing of the offer

The Contracting Authority will accept only tenders submitted in paper form.

A tender in paper form shall be submitted in a properly sealed envelope, denoted with the title of the public contract for which the participant is applying, i.e. "DO NOT OPEN – TENDER – Thermoluminescent detectors".

The Contracting Authority recommends that the envelope specify an address to which a late submission notice could be posted where applicable.

Unless otherwise provided below, the tender shall be drawn up in Czech, English or Slovak and shall include a draft contract signed by a person authorized to act for or on behalf of the participant. Where the tender has been submitted in both Czech and other languages, the Czech version shall be legally binding.

The participant shall submit one copy of the tender. The Contracting Authority recommends that all pages of the tender be securely tied or stapled together to prevent their being removed from the tender.

The Contracting Authority requires that a tender submitted jointly by two or more economic operators should include, as an appendix to the draft contract, an original or certified copy of a document containing a commitment stating that all economic operators submitting a joint tender will be jointly and severally committed to the Contracting Authority and any third parties based on any legal relations formed in connection with the public contract, for the entire duration of the contract as well as for the duration of any other liabilities arising from the contract.

14. Requests for Explanation of Procurement Documents

The Contracting Authority will not accept any variants of a tender.

The economic operator shall be entitled to request in writing the Contracting Authority to provide additional information concerning the award criteria. The Contracting Authority urges the economic operators to submit any requests for additional information in writing only. The written request in paper form shall be delivered to the address of the registered office of the Contracting Authority or in electronic form to the e-mail of the contact person (e-mail: daskova@ujf.cas.cz) no later than 4




business days prior to the expiry of the period for the submission of tenders.

The Contracting Authority shall send any additional information on the award criteria, or any related documentation, in the same manner the request for additional information was received no later than within 2 business days of receiving such request. The Contracting Authority shall simultaneously publish any such additional information on the Contracting Authority profile.

15. Reserved Rights of the Contracting Authority

1. **The Contracting Authority reserves the right to publish the notice of exclusion of a participant from the procurement procedure or the notice of selection of an economic operator on the Contracting Authority Profile. In that case, the notices shall be considered to be delivered to all participants at the moment of their publication. The address of the Contracting Party Authority Profile is: <https://ezak.ujf.cas.cz/vz00000353>**
2. The Contracting Authority reserves the right to retain all received tenders, duly delivered within the time limit for the submission of tenders.
3. The Contracting Party is entitled to cancel the procurement procedure without giving any reason.
4. The Contracting Authority shall not reimburse the economic operators for any costs associated with their participation in the procurement procedure.
5. In submitting the tender, the economic operator acknowledges and understands that the subject of performance of the public contract will be funded from the Operational Programme for Research, Development and Education as part of the “**Research Center of Cosmic Rays and Radiation Events in the Atmosphere: CZ.02.1.01/0.0/0.0/15_003/0000481 (CRREAT)**”, financed by the EU structural funds and from the resources of UJF AV ČR, v.v.i., financed by the EU structural funds. The Contracting Authority will be entitled to unilaterally withdraw from the contract if the costs incurred based on this contract have been identified by the OP RDE governing body (or any other supervisory entity) as ineligible (and as such would not be reimbursed by the provider of the grant). Where the Contracting Authority withdraws from the contract, the economic operator will be entitled to claim remuneration in the amount corresponding to the scope of performance delivered as of the date of withdrawal.
6. **For the convenience of foreign economic operators, the Contracting Authority has also published these AC, including Appendices 1 - 4, in English. However, only the Czech version of the AC, including Appendices 1 - 4, is legally binding.**

Date	05. 08. 2020
Place	Řež
Signature	Ing. Ondřej Svoboda, Ph.D. deputy director Nuclear Physics Institute of the CAS, p. r. i. 

Appendices to the Award Criteria:

Appendix No. 1 – Technical Conditions

Appendix No. 2 – Draft Purchase contract with an appendix

Appendix No. 3 – The contractor's affidavit on the tender

Appendix No. 4 – Tender cover sheet