



TENDER DOCUMENTATION

Project Name:

Tender for the Delivery of 1 Piece of 4 Roll Calender

Programme Name: INNOVATIONS – Project of Innovation – 3rd Call for Proposals

**Project Name: Innovation of Production of Coated Fabric
in G-Flex s.r.o. Company**

Project Registration Number: CZ.01.1.02/0.0/0.0/16_049/0009950

Contracting Authority:

G-Flex s.r.o.

Registered Office: Zahnašovice 132, 769 01 Zahnašovice

Corporate ID: 24694185

VAT: CZ24694185

The Contracting Authority alerts the Participant to the fact that the contract is not subject to Act No. 134/2016 Coll., on public procurement. Should the Contracting Authority refer to respective provisions of the law in the Tender Documentation, particularly as pertains to the qualification prerequisites etc., it does so in order to define more precisely and specify the text of the Tender Documentation and make the tender terms more comprehensible.



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1 Basic Information

The G-Flex s.r.o. company is announcing a tender for the delivery of 1 piece of 4 roll calender. The project will be realised within the subsidy project of Operational Programme Enterprise and Innovations for Competitiveness (OP EIC), the programme of **INNOVATIONS – Project of Innovation – 3rd Call for Proposals**. The place of performance of the contract is the company's place of business – Zvonička 216, Velíková, 763 14 Zlín.

1.1 Contracting Authority

Name: **G-Flex s.r.o.**

Registered Office: Zahnašovice 132, 769 01 Zahnašovice

Place of business: Zvonička 216, Velíková, 763 14 Zlín

Corporate ID: 24694185

VAT: CZ24694185

Represented by: Ing. Rudolf Veselý, CSc.

Phone: +420 603 858 785

Email: vesely.r@g-flex.eu

Case number C 90233 kept at the Regional Court in Brno.

Link to profile of Contracting Authority: <https://www.e-zakazky.cz/Profil-Zadavatele/9b710adc-9a29-4535-876a-03525ee7eaac>

Person Authorised to Act in the Name of the Contracting Authority:

The person authorised to undertake legal obligations in connection with this contract and the person authorised to act in the name of the Contracting Authority is **Ing. Rudolf Veselý, CSc.**, phone: + 420 603 858 785.



PREAMBLE

The Contracting Authority notifies the participants in the tender of the fact that the contract is not subject to Act No. 134/2016 Coll., on public procurement (hereinafter only as “the Act”). Should the Contracting Authority refer to respective provisions of the law in the Tender Documentation, particularly as pertains to the qualification prerequisites etc., it does so in order to define more precisely and specify the text of the Tender Documentation and make the tender terms more comprehensible.

The tender is governed by the Vendor Selection Rules of the Operational Programme Enterprise and Innovation for Competitiveness (OP EIC).

The Tender Documentation was elaborated as the ground material for the submission of the tender participants' proposals within the tender procedure for the delivery contract. By submission of a tender proposal within the tender procedure, the participant fully and without reservations agrees to the tender terms, including all annexes and possible amendments to these tender terms. The participant is expected to carefully read all the instructions, forms, terms and specifications contained in the tender terms and abide by them. Should the participant's proposal not contain all the requisites, required information and documentation, or if it does not fully meet the tender terms or if it is not submitted in the defined manner within the set deadline, this will result in the proposal's exclusion and the participant's subsequent removal from the tender procedure. Likewise, should the participant's proposal contain any reservation against the tender terms, it will lead to its exclusion and the participant's subsequent removal from the tender procedure. The Contracting Authority elaborated this documentation in accordance with its best knowledge and experience in the area of procurement in order to ensure an effective procurement, while upholding the rules of transparency, fair treatment and ban on discrimination.

The Contracting Authority alerts the participants to the fact that the Tender Documentation is a summary of the Contracting Authority's requirements, not a final list of all requirements issuing from the generally valid standards. When elaborating their tender proposal, the participant in the tender procedure thus must always abide not only by the requirements contained in the Tender Documentation, but also by the provisions of the particular generally binding standards.

Where the Tender Documentation cites a link to a specific product, material, technology, designation, or possibly a specific trade name etc., it is meant as a definition of the minimum required standards for a product, technology or material. In this case, the participant may present in their proposal another solution, similar in quality and technically, which meets the minimum required standards and specified parameters.

For the purposes of the Tender Documentation, the following is understood as:

- The Tender Documentation as all written documents containing the tender terms, conveyed or made accessible to the participants of the tender at the time of commencement of the tender procedure,
- The supplier as a person/entity, which pledges to deliver supplies, services or construction works, or more of these entities jointly,
- Qualification as the capacity and capability of the supplier to perform the contract,
- Tender proposal as the data or documents that the supplier submitted to the Contracting Authority in writing based on the Tender Documentation,
- The participant of the tender as the supplier that submitted a tender proposal,



- The selected supplier as the participant of the tender procedure whom the Contracting Authority chose to conclude the contract with,
- An abnormally low bid as a tender bid or costs stated by the tender participant that are abnormally low in relation to the subject of the contract,
- The Contracting Authority's profile as the electronic tool which enables unlimited remote access, through which the Contracting Authority publishes information and documents concerning its contracts.



2 Subject of Contract

The subject of the contract is the delivery of 1 piece of 4 roll calender for the G-Flex s.r.o. company.

The delivery of 1 piece of 4 roll calender means the delivery of all required elements of the equipment and includes the installation of technologies. The transportation of the technology to its destination, its installation or mounting, its connection (power supply to be provided by the customer), including any potential mounting works necessary for a duly completion of the delivery and, furthermore, the undertaking of all activities pertaining to the delivery, including training of the staff.

The supplier must warrant both warranty and post-warranty service support. The supplier must provide training pertaining to the operation of the technology.

The supplied equipment must be provided new, unused, in top quality, packed in original packaging. Within their performance of the contract, the selected supplier will be obliged to carry out and include in the tender bid price all other activities related to the performance of the contract.

Where the Tender Documentation or its annexes cite specific trade names, it is just a definition of the required standard and the Contracting Authority allows also other solutions comparable technically and in quality.

The technical specification of the required technology is stated in Annex No. 2 of this TD.

3 Estimated Value of Contract

Estimated Value of the Contract:

4 million CZK excluding VAT

The price for the complete contract on fulfilment of all the requirements stated in this chapter must be approximately 4 million CZK excluding VAT. The price is informative only and was determined in accordance with the preliminary expectations of the Contracting Authority. An exceeding of the price does not present a reason for exclusion of the proposal.

4 Place of Contract Performance

The place of the contract performance is the place of business of the G-Flex s.r.o. company at the address of Zvonička 216, Velíková, 763 14 Zlín.

5 Period of Contract Performance

Signing of the contract – within 15 days from the completion of the tender procedure.

The requested due period for the provision of the subject of the contract performance, including putting it into operation and testing operation at the Contracting Authority's site, is 24 weeks.

In their tender proposal, the participant will present their proposal of the contract in accordance with the business terms (Chapter 10 of TD) where they are obliged to respect the following:



- The terms set out by the Contracting Authority in this documentation must be respected,
- The due date for starting the performance is conditioned by the duly termination of the tender procedure.

The performance must begin once the purchase contract has been signed. If the selected supplier refuses to conclude the contract, or if they insufficiently collaborate within 15 days of the date of the publication of the tender result on the Contracting Authority's profile, the Contracting Authority may contact the second ranking participant (similarly the third and possibly further on). A lack of collaboration is the event when the selected supplier does not respond in any way (either via post or electronically) to the Contracting Authority's calls.

5.1 Clarification of Tender Terms and their Changes or Amendments

The Contracting Authority must provide answers to suppliers' questions. If the supplier requests additional information or explanation, they will send their questions in writing (via post or email) to the Contracting Authority's place of business address of **G-Flex s.r.o.**, email: rudolf.vesely03@tiscali.cz. The written request must be delivered to the stated address at least **4 work days** before the expiration of the due period for the submission of tender proposals.

The Contracting Authority will send their explanation of the tender terms, or related documents, within 2 work days of the receipt of the request in the latest. If the Contracting Authority provides an explanation following a request for explanation that was not delivered timely, it does not have to uphold the due period stated in the previous sentence.

If the request for explanation of the Tender Documentation is delivered on time and the Contracting Authority does not publish an explanation within **2 work days** of the receipt of the request for explanation, it will extend the due period for the submission of tender proposals by at least the number of work days by which the due period of **2 work days** of the receipt of the request for explanation of the Tender Documentation was exceeded.

An explanation of the Tender Documentation, including the exact wording of the request for it, will be published by the Contracting Authority on its profile, and at the same time, it will be conveyed to all known participants in writing without delay.

The Contracting Authority reserves the right to provide an explanation of the Tender Documentation even without a previous request from the suppliers.

The supplier is obliged to prove in their tender proposal that they meet the qualification requirements.

6 Definition of Qualification

The supplier is qualified to perform the contract if:

- a) They comply with the basic qualification criteria as per Sec. 74 of the Act,
- b) They comply with the professional qualification criteria as per Sec. 77, para. 2 letter a) of the Act and
- c) They comply with the technical qualification criteria as per Sec. 79 para. 2 letter b) of the Act.



6.1 Basic Qualification (Sec. 74)

Qualified is a supplier who:

- a) Was not convicted in the past 5 years before the start of the tender procedure of a criminal offense referred to in Annex No. 3 of the Act or of a similar criminal offence according to the legal system of the supplier's country of registered office, in the country of their registered office, while erased convictions shall be disregarded,
- b) Has no outstanding tax arrears registered in the Czech Republic or in the country of its registered office;
- c) Has no outstanding arrears of premiums in the Czech Republic or in the country of their registered office, or a penalty for public health insurance,
- d) Has no outstanding arrears in premiums or penalties for social security and contributions to the state employment policy in the Czech Republic or in the country of its registered office,
- e) Is not in liquidation.

If the supplier is a legal entity, the condition set out in para. 1 letter a) must be met by this legal entity and at the same time by each member of the statutory body. If a legal entity is a member of the statutory body of the supplier, the condition set out in para. 1 letter a) must be met:

- a) By this legal entity,
- b) By each member of the statutory body of that legal entity and,
- c) By the person representing this legal entity in the statutory body of the supplier.

If the tender procedure is entered by a branch plant:

- a) Of a foreign legal entity, the condition under para. 1 letter a) must be met by that legal entity and the branch manager,
- b) Of a Czech legal entity, the condition under para. 1 letter a) must be met by the persons stated in para. 2 and the head of the branch plant.

Fulfilment of Basic Qualification:

The tender participant proves the fulfilment of the basic qualification criteria by an affidavit (Annex No. 3) signed by the person authorized to act on behalf of the tender participant.

6.2 Professional Qualification (Sec. 77 para. 1 and 2 letter a))

- The Supplier must prove their professional qualification in relation to the Czech Republic by submitting an extract from the Commercial Register or other similar register if another legal regulation requires such registration;
- The supplier must submit proof that they are entitled to do business to the extent corresponding to the subject of the contract if other legal regulations require such authorization – an extract from the Trade Register. In the event that the supplier is not able to submit the required document to the Contracting Authority for reasons that cannot be ascribed to them, they may submit an equivalent document, in particular if business authorisation in the scope corresponding to the subject of the contract can be proven by a document proving a trade license for another activity than that specified by the Contracting Authority above.



6.3 Technical Qualification (Sec. 79 letter 2 b)

The supplier is obliged to prove in their tender proposal that they meet the technical qualification requirements.

The Contracting Authority requires that compliance with the technical qualification criterion be proven by submitting a list of significant deliveries provided in the past **3 years** prior to the commencement of the tender procedure, including the price and time of their provision and identification of the customer.

The Contracting Authority requires that at least **3** deliveries be of similar technological specification and reach the financial range of **a minimum of 2 million CZK** excluding VAT. A similar delivery is understood to be a supply of technology which corresponds to the demanded equipment with its technical parameters and utility properties.

Fulfilment of Technical Qualification Criteria:

The list must contain the customer's identification data, the price, period of performance, subject of performance and the details of the contact person with whom the duly execution and handover of the subject of the contract can be verified. The tender participant must submit the list of significant contracts in the form of an affidavit signed by the person authorized to represent the tender participant. The table for the list of important deliveries is attached in **Annex No. 4**.

6.4 Form of Fulfilment of Qualification

All documents will be submitted in simple copies unless otherwise indicated in each item. Documents proving the fulfilment of basic qualification requirements and an extract from the Commercial Register must prove compliance with the required qualification criteria no later than 3 months prior to the start of the tender procedure.

The supplier may fulfil the obligation to submit a document by referring to the relevant information kept in a public administration information system or a similar system with unrestricted remote access maintained in another Member State. Such a reference must include the Internet address and the information needed to log in and search, if such information is required.

A foreign supplier proves that qualification has been fulfilled in accordance with the law in force in the country of their registered office. A foreign supplier must submit the documents proving the fulfilment of the qualification requirements in their original language, while also attaching a simple translation into the Czech language. Documents in the Slovak language are attached without translation.

If the supplier submits an extract from the list of qualified suppliers (Sec. 228 of the Act) to the Contracting Authority, this extract replaces the document proving professional competence pursuant to Sec. 77 of the Act to the extent in which the data in the extract from the list of qualified suppliers demonstrate compliance with the criteria of professional qualification and basic qualification.

Just like by using an extract from the list of qualified suppliers, a supplier can prove their qualification by a certificate that comes from another Member State, in which the supplier has their registered office, which is similar to an extract from the list of qualified suppliers.



The supplier may also prove their qualification by a valid certificate issued within the system of certified suppliers in accordance with Sec. 233 and following of the Act. The supplier is deemed to be qualified to the extent specified in the certificate. The Contracting Authority does not, without special reasons, dispute the data stated in the certificate.

As with the certificate, the supplier can prove their qualification by an attestation that originates in another Member State, in which the supplier has their registered office, which is similar to a certificate issued within the system of certified suppliers.

7 Content of Tender Proposal

The information and data stated in the individual parts of this Tender Documentation define the binding requirements of the Contracting Authority applied to the performance of the contract. The supplier is obliged to fully and unreservedly respect these requirements when elaborating their tender proposal and reflect them in it.

The Contracting Authority requests that the proposal be submitted **in one written hard copy** and in the electronic form on a CD or flash drive (the complete scanned proposal in the pdf format, with files on a data medium reaching the maximum size of 10 MB; larger files must be divided into several separate files). The proposals are to be submitted in a written hard copy and in a sealed envelope secured against opening (bearing stamps of the trade name / name on the seals) citing the warning **"Do not open"**. The envelope must bear the name of the contract as well as the address of the supplier (or part of the performance if applicable). The proposals are to be submitted till **12.00 P.M. on 9. 9. 2019** in the latest at the address of the Contracting Authority's place of business: Zvonička 216, Velíková, 763 14 Zlín. The tender proposal must include a date and must be signed by the person authorized to act in the name of / on behalf of the participant in the tender.

The Contracting Authority advises tender participants to ensure that all sheets of their tender proposals are firmly bonded or sewn together, so that they are sufficiently secured against being removed from a tender proposal, and that all pages of the tender proposal are numbered in an ascending continuous order. In the tender proposal, the supplier must explicitly specify their contact address for correspondence between the participant and the Contracting Authority.

The proposal and all other documents required by the tender terms must be submitted in the Czech language and a translation into Czech must be submitted if they are issued in another language.

The proposal must be submitted in the following structure:

- 1 Tender cover sheet (Annex No. 1 of TD);
- 2 Technical specification of the subject of performance (Annex No. 2 of TD);
- 3 Declaration of compliance with the basic qualification criteria (Annex No. 3 of TD);
- 4 Evidence of compliance with the technical qualification criterion (Table of significant deliveries – Annex No. 4 of TD);
- 5 Documents proving compliance with respect to professional qualification (extract from the Commercial Register, Trade Register)



- 6 The draft purchase contract signed by the authorized person, including the prescribed annexes.

8 Method of Tender Bid Price Processing

The tender participant determines the bid price as **the maximum permissible total price for the subject of the contract** in accordance with this TD, namely the comprehensive amount in the Czech currency or euros. The tender bid price will be quoted in the Czech currency or euros in the following breakdown: the bid price excluding VAT, the separately calculated VAT valid in the Czech Republic as of the date of bid submission and the bid price including VAT.

The tender bid price must include all other activities related to the realisation of the contract.

The pricing of the contract must be made for the specified scope of work and deliveries, the required quality parameters and time of performance.

The total tender bid price must include all costs necessary for the orderly, complete and quality performance of the subject of the contract, including any risks and influences that may occur during the realisation. The price must reflect the expected price development in the given sector, including the expected development of Czech currency exchange rates to foreign currencies. The price must also include the cost of security measures, the costs of waste collection and disposal, the cost of using machinery and services until delivery and takeover, the cost of making, manufacturing, procuring, transporting, delivering and installing equipment, materials and goods, including customary packaging. The price must also include insurance costs, taxes, duties, fees, inflation. In addition, it must include the costs of performing all relevant tests of materials, parts, as set out by standards and decrees, the costs of acceptance tests, necessary revision, attestation, technical documentation, operator training, warranty service and trial operation. The price must include any additional incidental expenses necessary for the realisation of this order.

The Contracting Authority shall assess the tender bid price of the participant in its evaluation of the tender proposals. In the case of an exceptionally low bid price, i.e. a price that is set disproportionately to normal commercial and market values, the evaluation committee of the Contracting Authority reserves the right to invite the participant in writing to provide a written explanation. If the Contracting Authority's evaluating committee does not find the written explanation sufficient or justified or if the participant fails to provide the requested explanation of the tender bid price within the defined due period, the participant's tender proposal will not be evaluated.

Conditions for Exceeding the Bid Price:

Exceeding the tender bid price is possible under the conditions defined in the business terms and conditions, especially provided that the VAT rates are changed during the performance of the contract. In that case, the bid price shall be adjusted according to the VAT rates valid at the time of origin of the taxable event.

The bid price must not be changed in connection with the inflation of the Czech currency, the value of the exchange rate of the Czech currency against foreign currencies or other factors affecting the exchange rate, currency stability or customs duties.



9 Rules for Evaluation of Proposals

The economic advantageousness of a proposal is the basic criterion for the evaluation of the tender proposal and the award of the contract. The Contracting Authority shall evaluate the economic advantage of a proposal on the basis of the most advantageous price / quality ratio.

In order to evaluate the bids, the evaluation committee will use a scoring scale ranging from 1 to 100. According to a specific sub-criterion, a point value is assigned to each individual offer, which reflects the success rate of the given proposal based on the sub-criterion. The proposal that receives the highest number of points according to the evaluation criteria shall be deemed the most advantageous.

The company requires a high-tech machine and has specific requirements on its features and equipment. These requirements are of two kinds: they are defined as compulsory requirements and optional requirements.

If the participant does not meet all the compulsory requirements, they will be excluded from the tender procedure. The compulsory requirements are included in Annex No. 2. They will not be scored because their fulfilment is always mandatory.

The offered machine must meet the optional requirements either in the specified interval, or in minimum or maximum values. The conditions with regard to these values are then evaluated on the basis of their advantage. The best evaluated proposal will be the one closest to the required value of "MINIMUM" or "MAXIMUM".

A proposal that has only one value outside the interval or above or below the required minimum or maximum value will be excluded from the tender procedure.

The Contracting Authority will assess the bids according to these sub-criteria:

Evaluation Criterion	Criterion Weight in %
The total price for the acquisition of technology (excluding VAT) in CZK, EUR or USD	60
Technical specification – technology parameters	
Roll width	5
Roll diameter	5
Distance between rolls	5
Width of the finished material	5
Service conditions	
- Response time of technician – time of arrival of the service technician in hours after a machine fault has been reported	5
- Price – current hourly service rate in CZK, EUR or USD	5
Warranty	10

For criteria where the most advantageous bid has the lowest value (price, response time of technician, etc. – marked with the word "MINIMUM"):

(best bid / evaluated bid) * the weight of the criterion

For criteria where the most advantageous bid has the highest value (machine performance, etc. – marked with the word "MAXIMUM"):



(evaluated bid / best bid) * the weight of the criterion

In criterion No. 1, the Contracting Authority will assess the total price bid offered excluding VAT

An example of the score calculation for the "Overall Cost of Technology Acquisition" sub-criterion:

The best price bid is 3.6 million. The bid of the currently evaluated participant is 4 million. The score of the currently evaluated participant will be:

$$\text{Criterion value} = \frac{3.6}{4} * 60 = 54 \text{ points (from a maximum of 60 possible points)}$$

In this criterion, the lowest price bid will be evaluated as the best bid and it will be awarded 60 points. Other evaluated bids will get a point value derived from the lowest offered price according to the above formula.

Foreign currency bids will be converted using the Czech National Bank's exchange rate valid on the last day of the proposal submission due period.

In criterion No. 2, the Contracting Authority will assess the technical parameters of the technology

An example of score calculation for the "Technical specification" criterion. We only give an example of calculation for one criterion, other criteria will be evaluated in a similar way (see Appendix 5, Scoring Sample). We chose the "roll width" criterion:

The best bid for the "roll width" sub-criterion is 1,000 mm. The bid of the currently evaluated participant is 800 mm. The score of the currently evaluated participant will be:

$$\text{Criterion value} = \frac{800}{1000} * 5 = 4 \text{ points (from a maximum of 5 possible points)}$$

Subsequently, the individual scores of the participant will be added up. For example, after adding the scores up, a specific participant would receive a total of 10 points out of the 20 possible for the Technical Parameters criterion. Other participants will get their point value as a sum of the criteria. The ranking of participants will be determined according to their sums of points.

The evaluated technical specification is part of the optional parameters of Annex No. 2, which the participant shall fill in. All optional parameters will be evaluated.

In criterion 3, the Contracting Authority will assess the Service Terms

In the case of the "Service Terms" sub-criterion, we start once again with the same formula as for the price.

The scoring for the "Service Terms" sub-criterion will include the following parameters:



1. Response time of the technician – time of arrival of the service technician in hours after a machine fault has been reported
2. Current hourly service price in CZK or EUR

This information must be stated in the contract and included in the service price. It must also be added into Annex No. 2. If a participant suggests for example a response time of 24 hours and the shortest response time is 12 hours, then the following calculation (example) is:

$$\text{Criterion value} = \frac{12}{24} * 5 = 2.5 \text{ points (from a maximum of 5 possible points)}$$

In this criterion, the shortest response time bid will be evaluated as the best bid and it will be awarded 5 points. Other evaluated bids will get a point value derived from the shortest response time according to the above formula.

The best bid for the "Hourly Service Price" sub-criterion is 500 CZK. The bid of the currently evaluated participant is 1000 CZK. The score of the currently evaluated participant will be:

$$\text{Criterion value} = \frac{500}{1000} * 5 = 2.5 \text{ points (from a maximum of 5 possible points)}$$

We add up the scores for the sub-criteria.

In this case, the specific participant would receive a total of 5 points out of 10 possible points for the Service Terms criterion.

In criterion 4, the Contracting Authority will assess the Warranty

This information must be stated in the contract and included in the service price. It must also be added into Annex No. 2.

Example: If a participant proposes a 12-month warranty period, For example, and the longest warranty period is 24 months, then the calculation is as follows:

$$\text{Criterion value} = \frac{12}{24} * 10 = 5 \text{ points (from a maximum of 10 possible points)}$$

In this case, the specific participant would receive 5 points out of a maximum of 10 possible points.

Each parameter will be evaluated separately. All points achieved in each parameter will be calculated for each parameter and participant. Subsequently, the values of the individual criteria will be added up. The participant who submitted the proposal that received the highest score in the sum of the evaluation criteria will be the winner. A sample table of the described evaluation model is part of the annexes to the Tender Documentation as **Annex No. 5**.

Calculation of Overall Evaluation – Model, Example

The sum of all the coefficients results in an overall evaluation number for each company. The highest overall evaluation score indicates the best bid by potential suppliers.



Example:

Company A: $60 + 15 + 9 + 10 = 94$

Company B: $48 + 10 + 5 + 5 = 68$

Company C: $54 + 16 + 10 + 10 = 90$

Conclusion: The best bid was provided by company A, which received 94 points.

The evaluation of the proposals will be carried out according to the evaluation method described above for each part of the subject of performance of the contract separately.

10 Business and Payment Terms

As part of the tender terms, the Contracting Authority presents business terms and conditions within the meaning of Sec. 37 para. 1 letter c) of the Act. The terms and conditions define the future framework of the contractual relationship. The supplier's proposal must respect the stated terms and conditions and in no part may contain any provision that would contradict these terms and conditions.

The supplier is according to the provisions of Sec. 2 letter e) of Act No. 320/2001 Coll., on financial control in public administration and on amendments to certain acts, as amended, a person obliged to cooperate in the performance of financial control performed in connection with the payment of goods or services from public expenditures, i.e. the supplier is obliged to provide the required information and documentation to employees or agents of authorized bodies (MVCR, MPSV, MMR, Ministry of Finance, European Commission, European Court of Auditors, Supreme Audit Office, respective tax authority and other authorized state administration bodies) and create for the above mentioned bodies conditions for the performance of inspections related to the subject of the contract and collaborate with them.

10.1 Draft Purchase Contract

The draft purchase contract shall include:

- Identification of the contracting parties, including the ID and VAT numbers, if assigned,
- Subject of performance,
- Time and place of performance,
- Elaboration including the tender price bid,
- Payment terms,
- Warranty periods,
- Delivery date,
- Installation length,
- Date of putting the technology into operation after the start of installation, including its handover,
- Number of training days,
- Evaluation criteria values.



- The formulation of: The project is co-financed within the subsidy programme Operational Programme Enterprise and Innovation for Competitiveness – OP EIC (OP PIK), “**OP EIC INNOVATION – Project of Innovation – 3rd Call for Proposals**”.

The tender bid price will be quoted in the Czech currency or euros in the following breakdown: the bid price excluding VAT, the separately calculated VAT valid in the Czech Republic as of the date of bid submission and the bid price including VAT. The amount will also be stated in words. The proposal will also indicate whether the participant is a VAT payer or not. The handover protocol includes an acceptance protocol.

10.2 Terms of Delivery

The date of a handover to permanent operation is no later than 24 weeks after the signing of the purchase contract.

10.3 Warranty Conditions

The warranty for delivery quality in accordance with Act No. 89/2012 Coll. of the Civil Code, as amended, will be a minimum of 12 months from the handover to operation. Within the scope of the proposal and the draft contract, the participant shall state the offered warranty period, while the maximum number of points shall be awarded for the warranty period of 24 months. The tender participant may offer also a longer warranty period than 24 months, but they do not receive any additional points for this period.

10.4 Payment Terms

The payment terms will be proposed by the candidate. Any issued invoices will be due within 14 days of the invoice issue date. Payment will be made in CZK, EUR or USD.

11 Technical Conditions

The subject of the contract is the delivery of **1 piece of 4 roll calender** for the **G-Flex s.r.o.** company.

This technology delivery is defined by the technical specification in Annex No. 2.

The tender participant is obliged, on the basis of a written request from the Contracting Authority, to submit within the required due period to the Contracting Authority any possible further data, documents related to the offered machine, proving compliance with technical, qualitative, functional parameters at least at the level specified in the Tender Documentation.

Where the Tender Documentation or its annexes cite specific trade names, it is just a definition of the required standard and the Contracting Authority allows also other solution comparable technically and in quality.

12 Due Period and Place of Performance for Submission of Proposals

The proposals are to be submitted **on 9. 9. 2019 till 12.00 P.M.** in the latest at the address of the Contracting Authority's place of business: Zvonička 216, Velíková, 763 14 Zlín.

The non-public opening of tender proposals will take place on 9. 9. 2019 at 12.05 P.M. in the



meeting room at the client's premises.

13 Costs of Participation

All costs incurred by participants in connection with this tender are borne by the participants themselves.

The Tender Documentation is available free of charge in written or electronic form.

Link to Contracting Authority's profile: <http://gflex.profilzadavatele.cz/>.

14 Other Conditions

The Contracting Authority is an applicant for a subsidy from the subsidy program **OP EIC INNOVATION – Project of Innovation** – 3rd Call for Proposals. The tender procedure is organized in accordance with the Rules for Supplier Selection – OP EIC.

The Contracting Authority does not admit variants of bids or additional performance offered beyond the requirements set out in the Tender Documentation.

In accordance with the provision of Sec. 2 let. e) of Act No. 320/2001 Coll. on financial control in public administration, the supplier selected on the basis of this tender becomes an entity that is obliged to cooperate in the performance of financial control.

In the case of submitting their proposal, the participant accepts the business and payment terms according to Chapter 10, requirements for the method of processing the bid price according to Chap. No. 8 of TD and other terms in connection with the performance of the delivery according to Chap. No. 14 of the Tender Documentation. In the event of a failure to comply with any of these points, the proposal will be excluded from the evaluation.

The Contracting Authority reserves the right to retain all tender proposals received which were delivered within the deadline for submission of proposals.

The supplier is entitled to request additional information on the Tender Documentation from the Contracting Authority. The application must be submitted in writing (and also in electronic form).

The proposal must be comprehensible, clear and specific in all points.

The proposal must contain a signed draft contract by the participant, which the Contracting Authority shall sign for the winning bid.

If the Tender Documentation or its annexes cite specific trade names or brands, it is just a definition of the required standard and the Contracting Authority allows also other solution comparable technically and in quality.

The Contracting Authority declares that this tender procedure is neither a public tender, nor a public promise.

The Contracting Authority has the right to cancel the tender in accordance with the Rules for the Selection of Suppliers - OP EIC.

The Contracting Authority invites participants to submit tender proposals in accordance with the Tender Documentation. It points out the most common errors in submitted proposals. Particular attention should be paid to the draft purchase contract, which must include the facts



set out in Chapter 10.1, especially the tender bid price – the price without the VAT, the VAT and the total price, and also the signature on the delivered documents.

In Zahnašovice, on 19. 8. 2019

The list of annexes to the Tender Documentation:

1. Proposal cover sheet
2. Technical specification of the subject of performance
3. Declaration of compliance with the basic qualification criteria
4. Table of significant deliveries
5. Sample evaluation table

Ing. Rudolf Veselý, CSc.

G-Flex s.r.o.

G-FLEX S.R.O.

Zahnašovice 132
769 01 Holešov
DIČ: CZ24694185



ANNEX NO. 1 – PROPOSAL COVER SHEET

Title of Public Contract: "Tender for the Delivery of 1 Piece of 4 Roll Calender"

Contracting Authority

The Contracting Authority is:	G-Flex s.r.o.
Registered Office:	Zahnašovice 132, 769 01 Zahnašovice
Place of business:	Zvonička 216, Velíková, 763 14 Zlín
Contact person:	Ing. Rudolf Veselý, CSc.
Corporate ID:	24694185
VAT:	CZ24694185
Phone:	+ 420 603 858 785
Email:	vesely.r@g-flex.eu

Participant

Business name or title:	
Registered office / place of business:	
Person authorized to act on behalf of the participant:	
Contact person:	
Corporate ID:	
VAT:	
Total price in CZK, EUR or USD excluding VAT:	
VAT	
Price in CZK, EUR or USD including VAT	
Technical specification:	
1. Roll width	
2. Roll diameter	
3. Distance between rolls	
4. Width of the finished material	
Service terms:	
Service intervention speed in hours	
Hourly service price in CZK or EUR excluding VAT	
Warranty:	



Phone:	
Email:	

COMMUNICATION ADDRESS FOR MUTUAL CONTACT BETWEEN THE CONTRACTING ENTITY AND PARTICIPANT

(Only in case that the communication address is different from the registered address of the participant)

Company name or business name	
Postal address including postcode	
Email address	
Notice	A delivery of documents to the stated address shall be deemed a delivery to the participant who submitted the tender proposal.

In....., on.....

Person authorized to act on behalf of the participant:

Title, Name, Surname:

Function:

Signature:



ANNEX NO. 2 - TECHNICAL SPECIFICATION OF THE 4 ROLL CALENDER, SERVICE TERMS, WARRANTY

Title of Public Contract: "Tender for the Delivery of 1 Piece of 4 Roll Calender"

PARAMETERS OF 4 ROLL CALENDER – COMPULSORY		
1.	Separate drive for each roll	YES (condition)
2.	Separate speed control for each roll	YES (condition)
3.	Separate control of heating and cooling of each roll	YES (condition)
4.	Thickness of finished material 0.1 mm – 3 mm	YES (condition)
5.	Tolerance for thickness of finished material 0.1 mm – 1 mm: + - 0.02	YES (condition)
6.	Tolerance for thickness of finished material 1 mm – 3 mm: + - 0.03	YES (condition)
7.	Speed range 0 to 15 m per minute	YES (condition)
8.	Roller crossing 1-2, 3-4	YES (condition)
9.	Diameter of paper tube for unwinding 76 mm	YES (condition)
10.	Safety features for the operator	YES (condition)
11.	Certificate of Compliance with EU Standard	YES (condition)
12.	User Guide in English	YES (condition)
The participant fills in here whether the offered machines meet all the above-mentioned compulsory requirements: (add YES / NO)		

Where the Tender Documentation or its annexes cite specific trade names, it is just a definition of the required standard and the Contracting Authority allows also other solution comparable technically and in quality.

	PARAMETERS OF 4 ROLL CALENDER – OPTIONAL	REQUIRED VALUE	ADD YOUR DATA (Value)
1.	Roll width	MAXIMAL Min. 800 mm	
2.	Roll diameter	MAXIMAL Min. 400 mm	
3.	Distance between rolls	MAXIMAL Min. 5 mm	
4.	Width of the finished material	MAXIMAL Min. 600 mm	



	SERVICE TERMS	REQUIRED VALUE	ADD YOUR DATA (Value)
1.	Response time of the technician – time of arrival of the service technician in hours after a machine fault has been reported (on work days with a minimal work time of 8 hours)	MINIMAL Max. 48 h	
2.	Hourly service price in CZK or EUR excluding VAT	MINIMAL Max. 1000 CZK	

	WARRANTY	REQUIRED VALUE	ADD YOUR DATA (Value)
1.	Please specify the length of the warranty period (months)	MAXIMAL between 12 and 24 months	

.....
Date

.....
Name and signature of the person authorized to act on behalf of the participant



ANNEX NO. 3 - PARTICIPANT'S AFFIDAVIT

ON FULFILLMENT OF BASIC QUALIFICATION CRITERIA

Title of Public Contract: "Tender for the Delivery of 1 Piece of 4 Roll Calender"

SupplierBusiness ID..... declares on their honor that:

They fulfil the basic qualification requirements as per Sec. 74 para. 1 of Act No. 134/2016 Coll., on public procurement, as amended, that is they are a supplier who:

- a) Was not convicted in the country of its registered office in the past 5 years before the start of the tender procedure of a criminal offense referred to in Annex No. 3 of the Act or of a similar criminal offence according to the legal system of the supplier's country of registered office, erased convictions shall be disregarded,
- b) Has no outstanding tax arrears registered in the Czech Republic or in the country of its registered office;
- c) Has no outstanding arrears of premiums in the Czech Republic or in the country of their registered office, or a penalty for public health insurance,
- d) Has no outstanding arrears in premiums or penalties for social security and contributions to the state employment policy in the Czech Republic or in the country of its registered office,
- e) Is not in liquidation;

If the supplier is a legal entity, the condition set out in Sec. 74 para. 1 letter a) shall be met by this legal entity and at the same time by each member of the statutory body. If a legal entity is a member of the statutory body of the supplier, the condition set out according to Sec. 74 para. 1 letter a) shall be met:

- a) By this legal entity,
- b) By each member of the statutory body of that legal entity and
- c) By the person representing this legal entity in the statutory body of the supplier.

If the tender procedure is entered by a branch plant

- a) Of a foreign legal entity, the condition under Sec. 74 para. 1 letter a) of the Act shall be met by this legal entity and the branch manager,
- b) Of a Czech legal entity, the condition under Sec. 74 para. 1 letter a) of the Act shall be met by that legal entity, each member of the statutory body of this legal entity, the person representing this legal entity in the statutory body of the supplier and the head of the branch plant.

In....., on.....

.....

Signature and the name of the person authorized to act on behalf of the tender participant



ANNEX NO. 4 – TECHNICAL QUALIFICATION FOR CONTRACT TABLE OF SIGNIFICANT DELIVERIES

Title of Public Contract: “Tender for the Delivery of 1 Piece of 4 Roll Calender”

I declare that the deliveries were made properly. The proper execution and handover of the order can be verified with the contact persons listed in the table.

Contracting Authority's Identification Data	Price Excluding VAT	Time of Performance	Subject of Performance	Place of Performance	Contact Person, Phone

In....., on.....

.....

Signature and the name of the person authorized to act on behalf of the tender participant