

**Procurement documentation for the above-threshold public contract
entitled
“UK-FF – KREAS: Radiocarbon dating of archaeological materials”
 (“PD”)**

1. IDENTIFICATION DATA OF THE CONTRACTING AUTHORITY

Charles University

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ID no. 00216208

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Unit involved: Faculty of Arts, náměstí Jana Palacha 1/2, 116 38 Prague 1 (the “FA CU”)

Person authorized to act on behalf of the contracting authority: doc. PhDr. Michal Pullmann, Ph.D.,
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Address of the contracting authority’s profile: https://zakazky.cuni.cz/profile_display_13.html

2. SUBJECT MATTER AND DESCRIPTION OF THE PUBLIC CONTRACT

Type of public contract: Above-threshold public contract for services

Public contract regime: Open above-threshold procedures, in accordance with Section 56 et seq. of Act no. 134/2016 Sb., on public procurement (the “PPA”)

The contracting authority is the recipient of a grant from the Czech Ministry of Education, Youth and Sport for the project “Creativity and adaptability as a prerequisite for Europe’s success in an interconnected world, project reg. no. CZ.02.1.01/0.0/0.0/16_19/0000734, as a part of the Operational Programme Research, Development and Education (the “**Project**”).

Classification of the subject matter of performance, pursuant to Regulation (EC) No 2495/2002 of the European Parliament and of the Council and Commission Regulation (EC) No 213/2008 – CPV code:

71900000-7 – Laboratory services

The objective of the selection procedures for this public contract is to conclude a contract for work between the contracting authority and a selected supplier on performing the public contract.

The minimum requirements for the subject matter of the public contract are defined by technical, commercial, and other contractual terms, which are a part of the procurement documentation.

The subject matter of the performance under the public contract is radiocarbon dating of archaeological materials using AMS methods and related measuring of the stable isotopes $\delta^{15}\text{N}$ and $\delta^{13}\text{C}$ using the IRMS method, including a protocol for the measured results.

3. TECHNICAL CONDITIONS

Technical conditions are understood as the characteristics and requirements for the subject matter of the public contract established in an objective and clear manner expressing the purpose of use of the requested performance intended by the contracting authority.

The technical conditions are reflected in the definition of the subject matter of the performance, the description of the public contract, and the requirements that must be fully complied with when performing the public contract.

The subject matter of the performance of the public contract is defined in more detail in the technical specifications, which are set out in Annex 1 to the PD. The requirements of the contracting authority for the technical specifications of the required performance must be met without exception.

The technical conditions are reflected in the draft contract, which is provided in Annex 2 to the PD.

If, in the technical conditions or the procurement documentation as a whole, there are trade names of some products or supplies, or other designations or illustrations related to a specific supplier, references to companies, titles or first names and surnames, specific designations of goods and services that apply to a particular person or its organizational unit, patents for inventions, utility models, industrial designs, trademarks, or designations of origin, this is only a specific manner of defining the presumed characteristics, and the participant is entitled to propose other, technically and qualitatively comparable solutions.

If the participant uses comparable elements different than the technical specifications in the annexes to the PD, they are required to mark and sufficiently describe the proposed substitutions in their bid.

4. COMMERCIAL TERMS

Performance of the public contract is required under the commercial terms (including payment terms) specified in the draft contract contained in Annex 2 to the PD. The commercial terms are binding for the participants in the selection procedures and cannot be changed or supplemented in any manner.

By submitting a bid, the participant, fully and without reserve, accepts the wording of the contract contained in Annex 2 to the PD. The participant is not entitled to request changes or additions to the draft contract, except for the addition of data that are expressly intended for the participant, which will be completed before signing the contract according to the bid of the selected supplier. The contract will be concluded with the selected supplier in accordance with the PPA. **The participant attaches the completed Annex 1 to the PD to their bid.**

The **selected supplier** (based on the decision for the selection of the supplier) will complete the contract with the required information in the places indicated **[to be completed by the supplier]**. The requirements of the contracting authority for the technical specifications set out in Annex 1 to the PD must be met without exception.

In addition, the participant is required to prepare the bid price in accordance with the procurement documentation and in the requested itemized manner in accordance with Annex 1 of the PD.

The bid price is understood as the price for the entire subject matter of the performance of the public contract.

The bid price must include all necessary costs for the proper implementation of the performance, including all related costs, in particular, all costs associated with the full and high-quality execution and completion of the subject matter of the contract, including all risks and impacts during its implementation, the costs of supporting documents, creation costs, production, provision,

transportation of goods, equipment, materials, supplies, operating costs, insurance, taxes, and any other expenses associated with the performance of the contract.

The price may be exceeded only in relation to a change in the tax regulations relating to VAT, and only by an amount corresponding to this legislative change.

In the event of a discrepancy between the numerical or written data on the bid price in the individual parts of the bid, the total bid price in the meaning of Section 46(3) of the act means the numerically expressed total bid price stipulated on the bid coversheet.

The contracting authority is interested in awarding the public contract in accordance with the principles of responsible public procurement set out in Section 6(4) of Act no. 134/2016 Sb. on public procurement, as amended. Responsible public procurement takes into account environmental impacts in particular. Aspects of responsible public procurement are taken into account in the text of the binding template contract for the performance of the public contract.

Identification of an extraordinarily low bid price

In accordance with Section 113 of the PPA, the contracting authority will assess the amount of bid prices in relation to the subject matter of the public contract, and if it determines that the bid price of any of the participants is exceptionally low in relation to the subject matter of this public contract, it will proceed in accordance with the above-cited provision. The contracting authority is also entitled to assess the amount of bid prices in terms of an exceptionally low bid price in the case of individual or unit prices for the performance of this public contract.

For the avoidance of any doubt, the contracting authority states that a bid containing an exceptionally low bid price will be considered to be a price bid (even for individual or unit prices) in accordance with Section 113(2) that is more than 50% lower than the average price of all evaluated bids (prices or individual unit prices exclusive of VAT specified in Annex 1 to the PD). However, this is without prejudice to the contracting authority's option to proceed in accordance with Section 113(3) of the PPA even if the contracting authority finds the bid price of one of the suppliers exceptionally low in relation to the subject matter of the public contract based on circumstances other than the deviation from the average price defined above.

5. TIME AND PLACE OF IMPLEMENTING THE PUBLIC CONTRACT

The commencement date for performance of the public contract depends on the proper completion of the selection procedures, signing of the contract, and publishing the contract in the register of contracts, pursuant to Act no. 340/2015 Sb., on special conditions for the effectiveness of certain contracts, publication of these contracts, and the register of contract, as amended (the "Act on the Register of Contracts").

The selected supplier is required to duly complete performance of the public contract no later than 27 weeks after the Contract for Work comes into effect. Performance of the public contract longer than 27 weeks is not permitted.

The place of performance is the registered office of the contracting authority at the address of náměstí Jana Palacha 1/2, 116 38 Praha 1. The place of performance is determined with regard to the place of handover of the results of the supplier's activities and submission of the documents and other materials of the contracting authority.

6. ANTICIPATED VALUE OF THE PUBLIC CONTRACT

The anticipated value of the public contract is **CZK 1,190,000, exclusive of VAT.**

This is the maximum permissible bid price and the value of the complete performance of the subject matter of the public contract for the entire performance.

If a participant offers a price higher than the one specified as the maximum admissible bid price for the public contract, their bid will be excluded from the selection procedures by the evaluation committee.

7. QUALIFICATION REQUIREMENTS AND METHOD OF VALIDATION

The participant is required to submit documents together with the bid demonstrating their qualifications.

In accordance with Section 73 of the PPA, meeting qualifications is understood as :

- Basic eligibility, set out in Section 74(1) of the PPA,
- Professional eligibility, set out in Section 77(1) of the PPA,
- Technical qualifications, pursuant to Section 79(2) of the PPA.

A) Basic eligibility

The supplier demonstrates fulfilment of basic eligibility, pursuant to Section 74 of the PPA, by submitting the documents stipulated in Section 75 of the PPA, i.e. in relation to Czech Republic, by submitting:

- a) An extract from the Criminal Register in relation to Section 74(1a) of the PPA,
- b) Confirmation from the respective financial office in relation to Section 74(1b) of the PPA,
- c) A written affidavit regarding excise tax in relation to Section 74(1b) of the PPA,
- d) A written affidavit in relation to Section 74(1c) of the PPA,
- e) Confirmation of the respective district social security office in relation to Section 74(1d) of the PPA,
- f) An extract from the commercial register or a written affidavit if the supplier is not entered in the commercial register in relation to Section 74(1e) of the PPA.

If the supplier is a legal entity, the legal entity and all members of the executive body must fulfil the condition under letter (a). If a member of the executive body of the supplier is a legal entity, the condition under letter (a) must be fulfilled by:

- i. That legal entity,
- ii. Each member of the executive body of that legal entity, and
- iii. The person representing that legal entity in the executive body of the supplier.

If a branch of a company participates in the selection procedures, they must proceed in accordance with Section 74(3) of the PPA.

Based on Section 86(2) of the PPA, the contracting authority **permits in the bid substituting the documents for basic eligibility with an affidavit**. The affidavit for meeting the basic eligibility may be prepared according to the template in Annex 4 to this PD.

B) Professional eligibility

Professional eligibility is met by a supplier who, in accordance with Section 77(1) of the PPA, submits in relation to the Czech Republic an extract from the commercial register or another similar record if required by another legal regulation.

The supplier is exempt from submitting the required extract only in the case set out in Section 77(3) of the PPA.

Qualification documents

In order to demonstrate qualifications, the contracting authority prefers documents registered in the system that identifies documents for demonstrating fulfilment of the qualifications (the e-Certis system), see https://ec.europa.eu/growth/single-market/public-procurement/digital/espd_en

The supplier may always substitute the required documents with a European Single Procurement Document. The supplier is not required to provide the contracting authority with documents demonstrating the information contained in the European Single Procurement Document if they have informed the contracting authority that they have already submitted them in previous selection procedures.

For the purposes of the PPA, the European Single Procurement Document is understood as a written affidavit of a participant in selection procedures for demonstrating their qualifications, even via one person, replacing documents issued by public authorities or third parties on a form made available in the e-Certis information system.

The European Single Procurement Document confirms that the conditions for participation or the criteria for reducing the number of participants have been met.

The documents demonstrating basic eligibility, pursuant to Section 74, and professional eligibility, pursuant to Section 77(1) of the PPA must demonstrate fulfilment of the required criteria of eligibility no later than three months prior to the day of commencing the selection procedures.

A supplier may take advantage of the possibility to fulfil the basic and professional eligibility in accordance with Section 45(4) of the PPA.

C) Technical qualifications

The contracting authority requires proof of fulfilment of technical qualifications, in accordance with Section 79(2b) of the PPA, by submitting a list of important services provided by the supplier for the past three years prior to commencing the selection procedures, including the price and period of their provision and identification of the customer. For the sake of completeness, the contracting authority states that these must be services completed within the specified period.

The list of services will contain the following information (participants may use the template for the list of important services, which is attached as Annex 6 to the PD):

- Name and identification data of the customer of the service,
- Subject matter of the service and its scope,
- Place of performance,
- Price of service provided,
- Period of service provision,
- Position of the supplier during implementation (contractor – subcontractor – member of an association),
- Contact person for the customer (including the contact information for this person) who will be able to confirm the provision of services.

The contracting authority defines the minimum level for demonstrating the affidavit of due provision and completion of the most important services of a similar nature as follows:

- At least five services during the past three years whose subject matter was radiocarbon dating of archaeological materials using the AMS method. The contracting authority has set the minimum financial limit for each reference contract as CZK 100,000, exclusive of VAT;

- At least one services during the past three years whose subject matter was radiocarbon dating of archaeological materials using the AMS method. The contracting authority has set the minimum financial limit for the reference contract as CZK 200,000, exclusive of VAT.

Demonstrating qualifications with an extract from the list of qualified suppliers, pursuant to Section 228 of the PPA

A supplier may demonstrate qualifications with an extract from the list of qualified suppliers. This extract replaces proof of fulfilment of:

- a) Basic eligibility, pursuant to Section 74 of the PPA,
- b) Professional eligibility, pursuant to Section 77 of the PPA to the extent which the data in the extract from the list of qualified suppliers demonstrate fulfilment of the criteria of professional eligibility.

The extract from the list of qualified suppliers must not be older than three months prior to the day of commencing the selection procedures.

Demonstrating qualifications using a certificate that was issued as a part of the system of certified suppliers, pursuant to Section 234 of the PPA

If a supplier demonstrates their qualifications in the selection procedures with a valid certificate issued in the approved system of certified suppliers, the supplier is considered to be qualified to the extent stipulated on the certificate.

If a supplier submits a certificate that contains the requisites pursuant to Section 239 of the PPA, this certificate replaces the proof of fulfilment of qualifications by the supplier to the extent specified in it.

Qualifications in the event of joint participation of suppliers, pursuant to Section 82 of the PPA

If several suppliers submit a bid together, each supplier must separately demonstrate fulfilment of basic eligibility, pursuant to Section 74 of the PPA, and professional eligibility, pursuant to Section 77(1) of the PPA, in the full extent. Fulfilment of the other qualifications must be demonstrated jointly by the suppliers submitting the bid.

In the case of a joint bid, suppliers must attach to the bid the original or certified copy of the contract stating that all such suppliers will be jointly and severally liable to the contracting authority and any third party for any legal relations arising in connection with the public contract for the entire period of performance of the public contract and for the duration of other obligations arising from the public contract.

Demonstrating the qualifications of foreign suppliers, pursuant to Section 81 of the PPA

Foreign suppliers (a person who has their residence or registered office outside the Czech Republic) demonstrate their qualifications with documents issued in accordance with the laws of the country in which they was obtained.

Documents demonstrating qualifications are submitted by a foreign entity in the original language with an officially certified translation into Czech or English, unless the contracting authority stipulates otherwise in the procurement terms or an international agreement by which the Czech Republic is bound. This also applies if fulfilment of the qualifications is demonstrated by documents in a language other than Czech by a supplier with a registered office, place of business, or place of permanent residence in the Czech Republic. Documents issued in Slovak do not need to be translated into Czech.

Authenticity and age of documents for demonstrating qualifications

Documents that a supplier is required to submit to demonstrate fulfilment of their qualifications may be submitted as plain copies. If the contracting authority requires an affidavit, it must be signed by the executive body of the supplier. If another person signs it, a copy of this person's authorization

must be submitted with the bid as part of the documents demonstrating the supplier's qualifications.

Changes to qualifications, pursuant to Section 88 of the PPA

If a supplier's qualifications change during the selection procedures, the supplier is required to notify the contracting authority of this change within five business days and to submit new documents or declarations for qualifications within 10 business days of notification of this change.

8. TERMS AND REQUIREMENTS FOR PROCESSING BIDS, COMMUNICATION IN SELECTION PROCEDURES, E-ZAK ELECTRONIC TOOL

All information provided by the participant in the bid and in any communication with the contracting authority (especially bid explanations) must correspond to reality. In the event that this requirement of the contracting authority is not complied with, the bid that does not meet these requirements will be rejected. Accordingly, the contracting authority reserves the right to verify any information provided by the participant in the bid or request additional explanations.

The bid is submitted in Czech or English via the E-ZAK electronic tool at the public contract address.

Written communication between the contracting authority and the supplier takes place electronically, unless the contracting authority stipulates otherwise during the selection procedures. The contracting authority prefers written communication with the supplier via the E-ZAK electronic tool at the address <https://zakazky.cuni.cz/> ("E-ZAK"). A supplier may submit a bid only via E-ZAK.

A supplier may submit a bid or communicate with the contracting authority via E-ZAK only if they are registered and logged in to E-Zak at the address <https://zakazky.cuni.cz/registrace.html>. An advanced electronic signature based on a qualified electronic signature certificate or a qualified electronic signature may be required to complete E-ZAK registration. Qualified certificates for these types of electronic signatures can be obtained from one of the providers listed at the address: <https://www.mvcr.cz/clanek/seznam-kvalifikovanych-poskytovatelů-sluzeb-vytvarejících-duveru-a-poskytovanych-kvalifikovanych-sluzeb-vytvarejících-duveru.aspx>.

More detailed information for using E-ZAK, including information of a technical nature, is available at: <https://zakazky.cuni.cz/manual.html>. Contact for E-ZAK technical support is provided at the address: <https://www.ezak.cz/>.

A message via E-ZAK is delivered upon receipt of the message at the e-mail address of the recipient in E-ZAK. Delivery of the message is not affected by whether it was read by the recipient or whether E-ZAK sent an e-mail notification of its delivery to the recipient.

The contracting authority recommends submitting a bid in the following structure:

- A. Bid coversheet (Annex 3 to the PD),
 - In the event of discrepancies or contradictions, the information given in the bid coversheet takes precedence over information in the other parts of the bid.
- B. Bid contents,
- C. Documents demonstrating fulfilment of basic eligibility, pursuant to article 7 of the PD (the contracting authority recommends using Annex 4 to the PD),
- D. Documents demonstrating fulfilment of professional eligibility, pursuant to article 7 of the PD,
- E. Documents demonstrating fulfilment of technical qualifications, pursuant to article 7 of the PD (the contracting authority recommends using Annex 6 to the PD),
- F. Completed Annex 1 to the PD,
- G. Other documents, if required in the PD – Affidavit – List of subcontractors pursuant to article 13 of the PD (the template affidavit is attached as Annex 5 to the PD).

In the event of any discrepancy in the data provided in the documents,

a) the submission of which is expressly required by the contracting authority in the procurement terms and the data specified in the other documents submitted by the participant in the bid, the data specified in the documents required by the contracting authority applies;

b) the submission of which in the bid was not required by the contracting authority in the procurement terms and the data specified in the procurement terms, the procurement terms take precedence.

This is without prejudice to the possible procedure of the contracting authority, pursuant to Section 46 of the PPA.

The contracting authority is not required to take into consideration any of the documents and data that the participant submits in the bid above and beyond the requirements set out in the procurement terms.

9. EXPLANATION OF PROCUREMENT DOCUMENTATION – ADDITIONAL INFORMATION

Participants are entitled, under the conditions set out in Section 98 of the PPA, to request from the contracting authority an explanation of the procurement documentation (i.e. including the annexes to the procurement documentation). Suppliers are required to submit requests for explanations of the procurement documentation exclusively via the E-ZAK electronic tool.

The contracting authority may provide participants with additional information on the procurement terms via the contracting authority's profile, even without their prior request.

10. DEADLINE AND PLACE OF SUBMISSION FOR BIDS

Bids may be submitted no later than by **11:00 [a.m.] on 20th December 2021**.

Bids are only submitted electronically via the E-ZAK electronic tool and no later than by the deadline stipulated for submitting bids.

11. EVALUATION CRITERIA

A basic evaluation criterion is the **economic value of the bid**. In accordance with Section 114 (1 and 3) of the PPA, the contracting authority will evaluate the economic value of the bid according to the following evaluation criteria, which are assigned the following weights:

Criterion no.	Name of criterion	Criterion weight
1	Bid price	80%
2	Period of performance	20%

When evaluating bids, bids will be ranked from the bid with the highest total number of points to the bid with the lowest total number of points.

The number of points obtained for the individual evaluation criteria will be added up for each bid, and the total number of points will determine the order of evaluation of the bids. The bid that attains the highest number of points is considered to be the most economically advantageous.

After evaluation of the bids, if there is more than one bid in first place with the same number of points, the one that was delivered to the contracting authority earlier will be considered more advantageous.

Criterion 1 – Bid price

The bid price is the price exclusive of VAT for fulfilling the subject matter of the entire public contract.

The contracting authority assigns points in the Bid Price criterion according to the following equation:

$$\text{Number of points} = 100 \times \frac{\text{Lowest bid price}}{\text{Evaluated bid price}} \times 80 (\%)$$

The bid with the lowest bid price exclusive of VAT will be evaluated as the best in this criterion.

Criterion 2 – Period of performance

As a part of this criterion, the evaluation committee will evaluate the period of performance of the subject matter of this public contract according to the following:

Period of performance stipulated by the participant in Annex 1 to the PD	Number of assigned points
Up to 8 weeks after the Contract for Work comes into effect	20 points
9 to 16 weeks after the Contract for Work comes into effect	10 points
17 to 27 weeks after the Contract for Work comes into effect	0 points

The contracting authority stipulates that the most advantageous bid in terms of the criterion “Period of Performance” is considered to be the bid that obtains the highest number of points according to the table above.

The contracting authority will exclude the participant who states in his bid a period of performance of the public contract longer than 27 weeks.

12. REQUIREMENTS FOR THE SELECTED SUPPLIER AS A PART OF COOPERATING PRIOR TO SIGNING THE CONTRACT

The selected supplier is required to meet other conditions for concluding the contract if the contracting authority has specified them in this procurement documentation. In accordance with Section 122(3) of the PPA, the contracting authority will require submission of originals or certified copies of the documents relating to their qualifications before concluding the contract (if the contracting authority no longer has them available). The contracting authority sends to the selected supplier a request for submitting the following:

- a) Originals or certified copies of documents relating to their qualifications, provided these are no longer available, and
- b) Documents or specimens, the submission of which is a condition for concluding the contract, provided the contracting authority has stipulated them, pursuant to Section 104 of the PPA.

Disclosure of the supplier’s asset structure

For a selected supplier who is a Czech legal entity, the contracting authority, in accordance with Section 122(4) of the PPA, will obtain data on its beneficial owner in accordance with the act governing the register of beneficial owners (“beneficial owner”) from the register of beneficial

owners pursuant to the same act (the “register of beneficial owners”). **The contracting authority will provide the ascertained data in the documentation on the selection procedures.** For these purposes, the Ministry of Justice will enable the contracting authority to obtain, in a manner enabling remote access from the register beneficial owners, a complete extract of valid data and data that have been deleted without replacement or replaced with new data pursuant to the act governing the register of beneficial owners. For the purposes of supervision, pursuant to Part Thirteenth Title II, the Ministry of Justice will also grant such access to the Office for the Protection of Competition.

Pursuant to Section 122(5) of the PPA, if the selected supplier is a foreign legal entity, the contracting authority will also request in the invitation pursuant to Section 122(3) of the PPA that the selected supplier submit an extract from a foreign register similar to the register of beneficial owners, or if such register does not exist:

- a) to provide the identification data of all persons who are its beneficial owner, and
- b) to submit documents demonstrating the relationship of all persons under letter (a) to the supplier; these documents are in particular:
 - 1. An extract from a foreign register similar to a public register,
 - 2. A list of shareholders,
 - 3. Decisions of the executive body on paying out shares in the profit,
 - 4. Partnership agreement, memorandum, or articles of association.

Pursuant to Section 122(7) of the PPA, the contracting authority will exclude the selected participant:

- a) if it is a Czech legal entity that has a beneficial owner, provided it was not possible to acquire the data on its beneficial owner in the register of beneficial owners; the record made available in the register of beneficial owners after the notification of exclusion of the supplier is not taken into account;
- b) who has not submitted the data, documents, or specimens (pursuant to Section 122(3 and 5) of the PPA)

Dematerializing shares

For a selected supplier who is a joint-stock company or has a legal form similar to a joint-stock company, the requirement pursuant to Section 48(9) of the PPA for the exclusive dematerializing of the shares of such a supplier must be met. If the selected supplier has not issued exclusively dematerialized shares or does not secure their dematerialization even as a part of the request, pursuant to Section 46(1) in conjunction with Section 48(7) of the PPA, the contracting authority will exclude this selected supplier.

In the event of suppliers with registered offices abroad and suppliers with 100% of the nominal value of their registered capital owned by the state, municipality or regional government, the contracting authority will proceed in accordance with the relevant provisions of Section 48 of the PPA.

13. PERFORMANCE BY A SUBCONTRACTOR

In accordance with Section 105 of the PPA, the contracting authority requires the supplier to specify in its bid the parts of the contract which it intends to assign to one or more subcontractors. The supplier demonstrates this requirement in their bid with a list specifying the parts of the contract that they intend to assign to one or more subcontractors (the supplier must provide a precise specification of the subject matter of each subcontract). To specify each such part, they must provide the identification data of the respective subcontractor as follows: in the case of a legal entity – company name, registered office, legal form, identification number, if assigned; in the case of a private individual – business name or first name and surname, place of business or place of permanent residence, identification number, if assigned; and the share of this subcontract (in %) in

the supplier's bid price. The supplier is required to submit this list with the bid in the form of a declaration signed by a person authorized to act on behalf of the supplier (see Annex 5 to the PD).

The subcontractor is not entitled to entrust the implementation of the assigned part of the performance of the public contract to another entity, and the participant is required to establish this obligation of the subcontractor in their contractual relationship.

If the supplier does not intend to assign a certain part of the contract to one or more subcontractors, they are required to state this fact in a declaration signed by a person authorized to act on behalf of the supplier with a date not older than the date of commencement of the selection procedures for this public contract. The supplier is required to submit the declaration in the bid (see Annex 5 to the PD).

A supplier who has submitted a bid in the selection procedures may not at the same time be a subcontractor through which another supplier in the same selection procedures demonstrates their qualifications.

14. ADDITIONAL TERMS OF THE SELECTION PROCEDURES

The contracting party does not permit any variations to the procurement requirements. The contracting party will not provide any advances.

By submitting a bid, the supplier provides their consent to process personal data for the purpose of evaluating the bids.

The contracting authority reserves the right to verify the information provided by the participant via third parties, and the participant is required to provide any cooperation in this regard.

The participants themselves bear all of the costs associated with participation in the selection procedures.

The participants acknowledge that, in accordance with Section 2(e) of Act no. 320/2001 Sb., on financial audits, as amended, the selected supplier will be a person obliged to cooperate in the performance of a financial audit. This obligation also applies to those parts of bids, contracts, and related documents that are subject to protection under special legal regulations (e.g. as trade secrets, classified information), provided that the requirements imposed by legal regulations are met (e.g. Section 11(c and d), Section 12(2f) of Act no. 552/1991 Sb., on state control, as amended). The participants acknowledge that the selected supplier will be obliged to contractually bind its potential subcontractors with a similar obligation.

In accordance with the legal act on the provision/transfer of support, the contracting authority is obliged when awarding contracts funded by subsidies to proceed in accordance with the legal regulations and the Rules for Applicants and Recipients of the OP RDE, which are available at: <http://www.msmt.cz/strukturalni-fondy-1/obecna-cast-pravidel-pro-zadatele-a-prijemce>.

Bids are not returned to participants and they are kept as a part of the documentation for the selection procedures.

The procurement documentation is provided free of charge and in full by unlimited and direct remote access on the contracting authority's profile https://zakazky.cuni.cz/profile_display_13.html

15. LIST OF ANNEXES TO THE PROCUREMENT DOCUMENTATION

1. Technical specifications and price calculations (part of the PD, to be completed by the participant)
2. Draft contract (part of the PD)
3. Bid coversheet (template is part of the PD, to be completed by the participant)
4. Affidavit on fulfilling basic eligibility (template is part of the PD, to be completed by the participant)
5. List of subcontractors (template is part of the PD, to be completed by the participant)
6. List of important services (template is part of the PD, to be completed by the participant)

On behalf of the contracting authority:

In Prague, on 18th November 2021

doc. PhDr. Michal Pullmann, Ph.D.
Dean of the FA CU