



UNIVERZITA KARLOVA  
3. lékařská fakulta

CarDia

Národní institut pro výzkum metabolických  
a kardiovaskulárních onemocnění

*Annex No. 3 to the Tender Documentation*

**Third Faculty of Medicine, Charles University  
(3. lékařská fakulta, Univerzita Karlova)**

with registered office at: Ruská 2411/87, 100 00 Praha 10

identification number (IČ): 00216208

hereby sets out

**QUALIFICATION DOCUMENTATION**

for a sublimit public contract with the name of:

**“Patch-Clamp System for Cellular Electrophysiology”**

*being awarded in a simplified sublimit procedure under the provisions of Art. 53 of Act No. 134/2016  
Coll., the Public Procurement Act (hereinafter the “PPA”)*

The contract is being implemented within the scope of the project “National Institute for Research in Metabolic and Cardiovascular Illnesses”, registration number: LX22NPO5104, under the EXCELES program for the support of excellent research in priority areas of public interest in healthcare



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plán  
obnovy



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The contracting authority is awarding a sublimit public contract in the form of a simplified sublimit procedure, and thus it is proceeding in accordance with the provisions of Art. 53 letter a) of the PPA.

A supplier qualified to perform this public contract is one that:

- a) complies with the conditions of basic eligibility under Art. 74 (1)(a) to (e), (2)(a) to (c) and (3)(a) and (b) of the PPA,
- b) proves compliance with professional eligibility requirements under Art. 77 (1) and (2) of the PPA,
- c) proves the technical eligibility criteria under Art. 79 of the PPA.

#### 1.1. Qualification Requirements

##### 1.1. Basic Eligibility:

1.1.1. Requirements regarding proof of basic eligibility are as follows:

Requirements regarding proof of basic eligibility are as follows:

In accordance with the provisions of Art. 74 (1) of the PPA, a supplier is ineligible if

- a) it has, in the country of its registered address, within the past five years prior to the commencement of the procurement procedure, been finally convicted of a criminal act set out in Annex No. 3 to the PPA or of a similar criminal act under the law of the country of the supplier's registered office; convictions that have been struck from the record shall not be taken into consideration,
- b) it has payable tax arrears listed in the tax records in the Czech Republic or in the country of its registered address,
- c) it has payable arrears on public health insurance premiums or penalties in the Czech Republic or in the country of its registered address,
- d) it has payable arrears on social security premiums or penalties and public employment policy contributions in the Czech Republic or in the country of its registered address,
- e) it is in liquidation, a decision on insolvency has been issued against it, forced administration has been ordered against it under another legal regulation or in a similar situation under the law of the country of the supplier's registered address.

In accordance with the provisions of Art. 74 (2) of the PPA, if the supplier is a legal entity, the condition under paragraph 1 letter a) must be complied with by such legal entity as well as by every member of the statutory body. If a member of the supplier's statutory body is a legal entity, the condition under paragraph 1 letter a) must be complied with by:

- a) such legal entity,
- b) every member of the statutory body of such legal entity, and
- c) the person representing such legal entity in the supplier's statutory body.



In accordance with the provisions of Art. 74 (3) of the PPA, if the participant of the procurement procedure is a plant branch

- a) of a foreign legal entity, the condition under paragraph 1 letter a) must be complied with by such legal entity and by the head of the plant branch,
- b) of a Czech legal entity, the condition under paragraph 1 letter a) must be complied with by the persons set out in paragraph 2 and by the head of the plant branch.

### Proving Basic Eligibility

The supplier is to prove compliance with the basic eligibility conditions in relation to the Czech Republic by submitting a declaration that constitutes Annex No. 1 to this Qualification Documentation. **If the public contract is awarded to a participant of the procurement procedure who proved compliance with basic eligibility requirements by way of a declaration only, the contracting authority shall send the selected supplier a request to submit originals or certified copies of documents regarding its eligibility in accordance with Art. 122 (3) of the PPA prior to entering into the contract.**

**A sample declaration to prove basic eligibility constitutes Annex No. 1 to this Qualification Documentation.**

### 1.2. Professional Eligibility

- 1.2.1. The supplier is to prove compliance with professional eligibility requirements under Art. 77 (1) of the PPA in regard to the Czech Republic by submitting an extract from the Commercial Register or other similar registry, if another legal regulation requires registration in such a registry.
- 1.2.2. Further, under Art. 77 (2) (a) of the PPA, the supplier is to prove compliance with professional eligibility requirements by submitting a document showing that it is authorized to do business to an extent corresponding to the object of the public contract.

### 1.3. Technical Qualification Preconditions

- 1.3.1. In accordance with the provisions of Art. 79 (2) (b) of the PPA, the supplier is in compliance with the technical qualification criteria if it provides the contracting authority with a list of significant deliveries carried out by the supplier within the past three years prior to the commencement of this procurement procedure with a specification of the price and execution time thereof, and the identification of the customer thereof.

### Proving Technical Qualification Preconditions

The supplier is to prove compliance with technical qualification preconditions under Art. 79 (2) (b) of the PPA by submitting:

a list of significant deliveries carried out by the supplier within the past three years prior to the commencement of this procurement procedure with a specification of the price not including VAT (the price not including VAT will be decisive for the assessment), the time of the execution thereof, and the



identification of the customer thereof. The submitted list must show that, within the stated period, the supplier carried out at least:

Number and Name of the Part of the Public Contract	
Part 1 of the PC	1 delivery of performance similar to that being requested by the contracting authority, whereby such delivery was carried out at a value corresponding to at least the amount of the anticipated value of this part of the public contract not including VAT
Part 2 of the PC	1 delivery of performance similar to that being requested by the contracting authority, whereby such delivery was carried out at a value corresponding to at least the amount of the anticipated value of this part of the public contract not including VAT

#### 1.4. List of Qualified Suppliers and Certified Supplier System

The supplier may also prove compliance with eligibility requirements by submitting an extract from a list of qualified suppliers in accordance with and under the conditions set out in the provisions of Art. 228 of the PPA, and prove compliance with qualifications by submitting a certificate issued within the certified supplier system in accordance with and under the conditions set out in the provisions of Art. 234 of the PPA.

#### 1.5. Further Conditions to Prove Compliance with Qualification Requirements

##### 1.5.1. Proving Qualification Acquired Abroad

If qualification has been acquired abroad, it is to be proven with documents issued under the law of the country in which it was acquired, to the extent as required by the contracting authority.

##### 1.5.2. Qualification in Case of Joint Participation by Suppliers

1. In the event of joint participation by suppliers, compliance with basic eligibility requirements and professional eligibility requirements under Art. 77 (1) of the PPA is to be proven by each supplier separately.
2. If the object of the public contract is to be performed by several suppliers jointly, they are obligated to provide the public contracting authority, along with documents proving compliance with the qualification preconditions, with a contract containing the undertaking by all such suppliers to be bound jointly and severally in regard to the public contracting authority and third parties under any legal relations arising in connection with the public contract, for the entire duration of performance of the public contract as well as for the duration of other obligations arising from the public contract.

##### 1.5.3. Proof of Qualification Through Other Persons

1. The supplier may prove a certain part of the technical qualification or professional eligibility required by the contracting authority, with the exception of the criteria



- under Art. 77 (1) of the PPA, through other persons. In such a case, the supplier is obligated to provide the contracting authority with the following:
- documents proving compliance with professional eligibility requirements under Art. 77 (1) of the PPA by another person,
  - documents proving compliance with the missing part of the qualification requirements through another person,
  - documents regarding compliance with basic eligibility requirements under Art. 74 of the PPA by another person, and
  - a written undertaking by another person to provide performance intended to carry out the public contract or to provide items or rights that the supplier will be entitled to dispose of within the scope of the performance of the public contract, at least to the extent in which the other person has proven qualification on behalf of the supplier.
2. It is presumed that the requirement under paragraph 1 letter d) has been complied with if a written undertaking by another person declares the joint and several liability of such person for the performance of the public contract together with the supplier.

#### **1.6. Documents Regarding Qualification**

- 1.6.1. The supplier may at any time replace the required documents with a single European certificate for public contracts.
- 1.6.2. Prior to entering into the contract, the contracting authority will always request the submission of originals or certified copies of qualification documents on qualification, if they have not yet been submitted in the procurement procedure.
- 1.6.3. Documents proving basic eligibility under Art. 74 and professional eligibility under Art. 77 (1) of the PPA must prove compliance with the required eligibility criteria no later than 3 months prior to the date of submitting the bid.

#### **1.7. Changes in Qualification of Procurement Procedure Participant**

If, upon the submission of documents or a qualification declaration, a change in the qualification of a procurement procedure participant occurs in the course of the procurement procedure, the procurement procedure participant is obligated to notify the contracting authority of such change within 5 business days, and to submit new documents or a new qualification declaration within 10 business days of the notification of such change; the contracting authority may extend such deadlines or excuse non-compliance therewith. The participant of the procurement procedure shall not become obligated under sentence one if the qualification is changed in such a way such that the conditions of qualification continue to be complied with, the criteria for a reduction in the number of participants of the procurement procedure or bids were not impacted, and there was no impact upon the bid evaluation criteria. If the contracting authority learns that the supplier has failed to comply with its obligation set out in the paragraph above, the contracting authority shall expel it from the procurement procedure without delay.

#### **2. Annexes to the Qualification Documentation**



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15. října 2022  
MUDr. Petr Widimský, DrSc.  
děkan LF 3. lékařské fakulty UK

1. Declaration on Compliance with Basic and Professional Eligibility Requirements and on Compliance with Technical Qualification Preconditions
2. List of Significant Supplies

07. 10. 2022

In Prague on .....

.....  
prof. MUDr. Petr Widimský, DrSc.  
Dean