



UNIVERZITA
KARLOVA

WRITTEN REPORT OF THE CONTRACTING AUTHORITY

pursuant to Section 217 of Act No. 134/2016 Coll., on Public Procurement, as amended

(hereinafter referred to as "***the Act***")

for a below-the-threshold public supply contract entered in a simplified below-the-threshold procedure pursuant to Section 53 of the Act

Name of the public contract:

Atomic force microscope

(hereinafter referred to as the "***public contract***")

The tender procedure was commenced with the publication of an invitation to tender on the Contracting Authority's profile on:

26.03.2024

The Contracting Authority:

Charles University
Faculty of Mathematics and Physics
Company Reg. No: 00216208
registered office: Ovocný trh 560/5, 116 36 Praha 1

1. IDENTIFICATION OF THE CONTRACTING AUTHORITY

Name of the Contracting Authority:	Charles University, Faculty of Mathematics and Physics
Company Reg. No.:	00216208
Registered office:	Ovocný trh 560/5, 116 36 Praha 1
Person authorized to represent the Contracting Authority:	doc. RNDr. Mirko Rokyta, CSc. dean of the Faculty of Mathematics and Physics
Profile of the Contracting Authority at:	https://zakazky.cuni.cz/profile_display_15.html

2. SUBJECT OF THE PUBLIC CONTRACT

Subject-matter of the public contract

- 2.1** The subject-matter of the public contract is the supply of atomic force microscope.
- 2.2** The subject-matter of the public contract is further specified in the draft purchase contract (annex of the Documentation of the procurement procedure) and in the specification of the public contract subject (annex of the Documentation of the procurement procedure).

Classification of the subject of the public contract

- 2.3** The Contracting Authority has defined the subject of the public contract according to the main vocabulary of the single classification system for public procurement purposes (Common Procurement Vocabulary):

CPV code:

38000000-5	Laboratory, optical and precision equipments (excl. glasses)
38424000-3	Measuring and control equipment
38540000-2	Machines and apparatus for testing and measuring

3. THE PRICE AGREED IN THE PUBLIC CONTRACT

- 3.1** The price agreed in the public contract concluded with the selected economic operator amounts to:

2.949.587,- CZK without VAT.

4. THE TYPE OF PROCEREMENT PROCEDURE USED

- 4.1** The public contract was awarded in a simplified below threshold procedure according to Section 53 of the Act.

5. THE IDENTIFICATION OF THE PARTICIPANTS INCLUDING THEIR TENDER PRICES

5.1 The identification of the participants:

Tender No.	Participant	Company Reg. No.	Registered office	Tender price of the participant (in CZK without VAT)
1.	Activair s.r.o.	28605837	Hilova 1562/15a, 747 05 Opava	2.949.587,-

6. THE IDENTIFICATION OF ALL PARTICIPANTS EXCLUDED FROM THE PROCUREMENT PROCEDURE INCLUDING A STATEMENT OF GROUNDS FOR THEIR EXCLUSION

6.1 No participant was excluded from the procurement procedure.

7. THE IDENTIFICATION OF THE ECONOMIC OPERATORS WITH WHICH A CONTRACT WAS CONCLUDED INCLUDING A STATEMENT OF REASONS FOR THEIR SELECTION

7.1 The identification of the economic operators with which the contract was concluded:

Selected economic operator

Participant No. 1

Participant: **Activair s.r.o.**
Company Reg. No: 28605837
Registered office: Hilova 1562/15a, 747 05 Opava

Justification

The evaluated tender data

Tenders were evaluated on the basis of their **economic advantageousness**.

The economic advantageousness of tenders was evaluated in accordance with Section 114 (2) of the Act, first sentence, on the basis of **the most advantageous price-quality ratio**.

The Contracting Authority has determined in accordance with Section 116 of the Act following quality criteria:

a) Delivery period.

The Contracting Authority has determined in accordance with Section 115 (1) (a) of the Act following criteria of evaluation of tenders:

a) Tender price,

Within this evaluation criterion, the tender price was evaluated.

b) Delivery period,

Within this evaluation criterion, the Delivery period was evaluated according to paragraph 44 of the draft purchase contract (Annex No. 2 of the Documentation of the procurement procedure) offered by the participant in his offer submitted to the procurement procedure of the public contract.

Description of data evaluation

The Contracting Authority has set in accordance with the Section 115 (1) (b) of the Act the evaluation method of tenders in individual criteria as follows:

A scoring method with a scale from 0 to 100 points will be used for evaluation of the tenders. Each tender will be given a point value that will reflect the participant's success within the applicable criterion of evaluation.

For a numerically evaluable criterion of evaluation, for which the most advantageous tender has the **lowest criterion value**, i.e.:

c) Tender price,

d) Delivery period

the evaluated tender will get a point value that will be created by a multiple of 100 and the ratio of the most advantageous tender to the rated tender.

The score will be calculated using the formula:

$$\text{point value} = \frac{\text{tender with the lowest value}}{\text{rated tender}} \times 100 \text{ (points).}$$

The points calculated by this way will be determined, respectively rounded to 2 decimals and will be further multiplied by the weight of the relevant criterion of evaluation of tenders. The scoring results thus reached will be subsequently also determined, respectively rounded to 2 decimals.

The Contracting Authority has determined in accordance with § 115 (1) (c) of the Act weighting or another mathematical relation among the criteria as follows:

e) Tender price	weight:	90 %,
f) Delivery period	weight:	10 %.

The most economically advantageous tender is the tender which receives the highest total score for all the evaluation criteria in total.

For the evaluation of the tenders are decisive tender prices without VAT.

The result of the evaluation of tenders

The tenders, according to the Section 122 (2) of the Act, were not evaluated, because there was only one participant in the procurement procedure at the time of tender evaluation.

The result of the assessment of the fulfilment of the conditions for participation

The economic operator fulfilled all the conditions for participation in the procurement procedure.

The result of the assessment of the abnormally low tender price

The abnormally low tender price was not identified in the economic operator's tender.

8. THE IDENTIFICATION OF SUBCONTRACTORS OF THE ECONOMIC OPERATORS WITH WHICH THE CONTRACT WAS CONCLUDED

8.1 The identification of subcontractors of the economic operator with which the contract was concluded:

<u>Subcontractor</u>	<u>No. 1</u>
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Name:	Park Systems Europe GmbH
Company Reg. No:	93979924
Registered office:	Schildkrotstrasse 15, 68199 Mannheim

Part of the performance of the Contract, that the Subcontractor will perform

Supply of the subject of purchase.

9. A LIST OF PERSONS WHO WERE FOUND TO HAVE A CONFLICT OF INTEREST AND A LIST OF SUBSEQUENTLY ADOPTED MEASURES, WHERE A CONFLICT OF INTEREST WAS DETECTED

9.1 No conflict of interest was detected for any person.

In Prague on 02.10.2024

Charles University
Faculty of Mathematics and Physics
pp KOUKAL LEGAL, advokátní
kancelář s.r.o.
JUDr. Pavel Koukal, lawyer and
Managing Partner