

A NEW TEMPORARY RUN-UP AREA, PRAGUE AIRPORT

TENDER DOCUMENTATION FOR ABOVE-
THRESHOLD PUBLIC PROCUREMENT

OPEN PROCEDURE USING AN ELECTRONIC
AUCTION

Ref. no. of the contract:

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Contracting Authority profile:

<https://zakazky.prg.aero/>

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I. CONTRACTING AUTHORITY BASIC INFORMATION

I.1. Contracting Authority Identification

Letiště Praha, a. s.

Address: K letišti 1019/6, Ruzyně, 161 00 Praha 6

Company identification No.: 282 44 532

CR incorporation: Municipal Court in Prague, Section B, Insert 14003
(hereinafter "Contracting Authority ")

I.2. Contracting Authority Contact Person

I.2.1. For the purposes of the Public Contract award procedure (as defined below) the Contracting Authority has appointed the following contact person:

Zuzana Pfefferová Stulíková

E-mail: Zuzana.pfefferovastulikova@prg.aero

II. BASIC INFORMATION ABOUT THE TENDER DOCUMENTS

- II.1.** This tender documentation (hereinafter "TD") relating to the award of a public contract conducted under the title "**A New Temporary Run-up Area, Prague Airport**" (hereinafter "**Public Contract**") was created by the Contracting Authority in accordance with the relevant provisions of the concerned regulations, especially Act 134/2016 Coll., Public Procurement Act, as amended (hereinafter "**PPA**") in order to define the requirements of the Contracting Authority for the qualifications of the supplier and means of demonstrating this compliance, defining the requirements of the Contracting Authority for the desired performance, and also to define the other requirements of the Contracting Authority for performing this Public Contract. In accordance with the provisions of section 24 of PPA, the Contracting Authority states that this public contract will be awarded in the form of an open procedure in accordance with the provisions of section 56 of PPA.
- II.2.** The Contracting Authority provides that there will be unlimited remote access to this TD, including annexes, in accordance with and under the conditions established in PPA, via their publication on the profile of the Contracting Authority at this address: <https://zakazky.prg.aero/>.
- II.3.** The Contracting Authority states that no part of this Tender Documentation has been compiled by a party different from the Contracting Authority.

III. SUBJECT OF THE PUBLIC CONTRACT

III.1. Basic specifications of the subject of the Public Contract

III.1.1. The subject of this Public Contract is to carry out the performance of "A New Temporary Run-up Area, Prague Airport" in the form of design and build the new temporary run-up area in central airside part of Prague Airport, specified in Annex 4 of Work Agreement – Specification of the Scope of Works.

(referred to collectively as "**Performance**").

III.1.2. It concerns

- a) design works- elaboration of all project documentation levels for A New Temporary Run-up Area, Prague Airport in central airside part of Prague Airport incl. design of jet blast deflectors
- b) engineering for obtaining a planning permission and building permit
- c) construction of A New Temporary Run-up Area, Prague Airport and related structures (designed in Detail Design Documentation by the supplier) incl. supply and installation of jet blast deflectors

III.1.3. Detailed specification of the subject of the Performance, the conditions and other requirements are specified in the annexes to this TD.

III.1.4. Wherever a contract for the performance of this Public Contract is discussed in this TD, it means all contracts referred to in the annexes to this TD, should there be more of them.

III.2. Classification of the subject of the Public Contract

III.2.1. In accordance with the requirements of PPA, the Contracting Authority provides the classification of the subject of the Public Contract according to Common [Procurement Vocabulary](#) below.

71240000-2	Architectural, engineering and planning services
71322000-1	Technical projects for the performance of construction and engineering works
71311240-5	Airport engineering services
45223800-4	Assembly and erection of prefabricated structures
45235300-6	Construction work for aircraft-maneuvring surfaces
45235320-2	Construction work for aircraft aprons
45235100-4	Construction work for airports
45230000-8	Construction work for pipelines, communication and power lines, for highways, roads, airfields and railways; flatwork

IV. PLACE AND TIME OF PERFORMING THE PUBLIC CONTRACT

IV.1. Place of performing the Public Contract

IV.1.1. The place of performance is Prague/Ruzyně Airport.

IV.1.2. The performance will be carried out by the winner of the tender in the closed and security restricted area of the airport while it is in operation and the operational measures of the Contracting Authority are maintained.

IV.1.3. With regard to the place of performance of the Public Contract, the selected tenderer is obliged to ensure the fulfillment of the conditions stipulated by Act 49/1997 Coll., on civil aviation and on amending and supplementing Act 455/1991 Coll., Trade Act, as amended (hereinafter "**Civil Aviation Act**") and other regulations. The selected tenderer will be obliged to ensure that in areas where the performance of the Public Contract requires entry into the security restricted area (hereinafter "**SRA**") of Prague/Ruzyně Airport there will be persons authorized by it who have undergone

background checks according to section 85e of the Civil Aviation Act, undergone security training for Prague/Ruzyně Airport, and were issued identification cards to enter the security restricted area. The Contracting Authority requires that at least 6 (six) people of the selected bidder have identification cards. The selected tenderer will be responsible for ensuring compliance with this condition throughout the period of the performance of the Public Contract.

IV.1.4. More information is also available on the website of the Contracting Authority www.prg.aero, in section "About the airport" or at www.skoleni-lp.cz.

IV.1.5. The Contracting Authority notifies the tenderers that in preparing their bids they must take into account the following costs for complying with the conditions stipulated in the Civil Aviation Act:

Item	MJ (inter alia)	Price without VAT	Validity
Making ID cards – chip	qty	206.62 CZK	5 years
making IDs - non-chip	qty	132.24 CZK	5 years
Making the entry permit for the designated road between the North and South complex for 1 official/company vehicle	qty	99.18 CZK	1 year
Entry permit for 1 official/company vehicle to the SRA zone	qty	537.20 CZK	1 month
Entry permit for 1 official/company vehicle to the SRA zone	qty	5,413.23 CZK	1 year
Entry permit for 1 official/company car to the non-public area	qty	301.66 CZK	1 month
Entry permit for 1 official/company car to the non-public area	qty	3,016.53 CZK	1 year
A2 - Security awareness (= entry-level security training)	Person	495.86 CZK	2 years
A3 - Security awareness updates	Person	247.93 CZK	2 years
B17 - Security management (for the person responsible for security in the company)	Person	1,983.00 CZK	2 years
E3 - Professional training for authorized auditors (for the person carrying out internal quality control)	Person	5,950.00 CZK	2 years
C4 - Safety inspection of on-board supplies and airport supplies (= condition bringing equipment and material into SRA)	Person	1,500.00 CZK	1 year
Transport Regulations - training + test	Person	991.73 CZK	2 years
Transport Regulations - driving (= practical examination after initial training)	Person	495.87 CZK	2 years

IV.1.6. In submitting a bid, the winning tenderer agrees that in the event that its offer was selected as the best, it shall take all steps necessary to be entered in the Registry of known suppliers of airport supplies at Prague/Ruzyně Airport prior to the commencement of work, if not already registered in it. These necessary steps and the required information are given in the annexes to this TD.

IV.2. Time for the performance of the Public Contract:

IV.2.1. The actual commencement of the realization of the Performance at the place of performance and the deadline for the completion of work at the place of performance are specified in the Annex C to this TD - Model Works Agreement.

IV.2.2. The Contracting Authority points out that the realization of this Public Contract is completely subordinated to the operation of the airport. Upon notification from the operations division of the Contracting Authority, it may be decided that work will proceed only at night (i.e. from 22:00 to 6:00) or during non-working days. The tenderer is obliged to take this fact into account in calculating its bid.

V. QUALIFICATIONS

V.1. Basic information on qualifications

V.1.1. Demonstrating the qualifications set out in this TD is a prerequisite for choosing the supplier within the meaning of section 122 et seq. of PPA. Tenderers that do not demonstrate their qualifications to the extent required can be excluded from further participation in the tender for the Public Contract by the Contracting Authority.

V.2. Qualifications in the case of joint participation

V.2.1. In the case of the joint participation of suppliers, each supplier shall separately demonstrate their qualifications in accordance with the provisions of section 77 paragraph 1 of PPA.

V.2.2. In accordance with the provisions of section 103 paragraph 1(f) of PPA, the Contracting Authority requires, in the event suppliers submit a joint bid for the performance of the Public Contract, that all suppliers submitting a joint bid to bear responsibility for the performance of the Public Contract jointly and severally. In this case, the suppliers shall submit as part of their bid a written commitment, jointly and severally, of liability to the Contracting Authority in connection with the Public Contract.

V.3. Proof of qualifications with an extract from the list of qualified suppliers

V.3.1. If the supplier submits an extract from the list of qualified suppliers to the Contracting Authority, this extract replaces documentation proving:

- a) Basic eligibility under section 74 of PPA demonstrate, to the extent of the information in the extract from the list of qualified suppliers, compliance with the criteria for basic eligibility

and

- b) Professional eligibility under section 77 of PPA demonstrate, to the extent of the information in the extract from the list of qualified suppliers, compliance with the criteria for professional eligibility.
- V.3.2. The Contracting Authority is required to accept the extract from the list of qualified suppliers unless the extract from the list of qualified suppliers is more than 3 months old as of the last day on which the professional qualifications must be demonstrated. The Contracting Authority will not accept the extract from the list of qualified suppliers that shows the initiation of proceedings in accordance with section 231 paragraph 4 of PPA.
- V.3.3. The same as with the extract from the list of qualified suppliers the supplier may prove qualifications with a certificate that comes from another member state where the supplier has its headquarters, which is similar to the extract from the list of qualified suppliers.
- V.4. Proving qualifications with a certificate from a system of certified suppliers**
- V.4.1. In this tender, qualifications can be proven with a valid certificate issued within the framework of a system of certified suppliers in accordance with the provisions of section 233 et seq. of PPA, to the extent specified in the certificate.
- V.5. Documentation for qualifications**
- V.5.1. The Contracting Authority provides that documents drawn up in a language other than Czech, English or Slovak must be translated and submitted in the Czech and/or English language.
- V.5.2. Following the provisions of section 86 paragraph 2 of PPA, the Contracting Authority provides that it will not permit the supplier, as part of its bid, to substitute the documents required to demonstrate qualifications with an affidavit except as expressly provided in this TD.
- V.5.3. Prior to the conclusion of an agreement for the performance of this Public Contract, the Contracting Authority will require the chosen supplier to submit the originals or certified copies of documents on qualifications unless they were already submitted in the tender for this Public Contract by the chosen supplier. For the purposes of ensuring the proper course of the tender in accordance with section 46 paragraph 1 of PPA, the Contracting Authority can require the submission of the original or certified copy of the submitted document any time during the course of the tender.
- V.5.4. The documents demonstrating basic eligibility under section 74 of PPA and professional eligibility under section 77 paragraph 1 of PPA may not be older than 3 (three) months prior to the date of the commencement of the tender.
- V.5.5. The Contracting Authority provides that any affidavit submitted by the supplier in accordance with this TD must be signed by the person authorized to represent the supplier. If this person is acting as a proxy, a copy of the power of attorney must be part of the supplier's offer.
- V.6. The basic eligibility under the provisions of section 74 of PPA**
- V.6.1. The basic eligibility is demonstrated by the supplier that submits he :

- a) Was not convicted by final judgement in the country of its registered seat of a crime specified in Annex No. 3 to PPA or another similar crime pursuant to the law of the country of its registered office in the past five years preceding the commencement of the procurement procedure; expunged convictions are disregarded,
- b) has not outstanding tax arrears registered in tax records in the Czech Republic or in the country of its registered office,
- c) has not outstanding arrears in respect of payments and penalties of public health insurance in the Czech Republic or in the country of its registered office,
- d) has not outstanding arrears in respect of payments and penalties of social security contributions and contribution to the national employment policy in the Czech Republic or in the country of its registered office,
- e) is not in liquidation, no decision on bankruptcy was issued, in respect of whom the receivership has been imposed under another legal regulation or it is not in a similar situation pursuant to the law of the country of its registered office.

V.7. If the supplier is a legal person, both this legal person and every member of its governing body shall meet the condition specified in V.6.1 a). Where a legal person is a member of the governing body of the economic operator, the condition specified in paragraph V.6.1 a) shall be met by a) this legal person, b) every member of the governing body of this legal person, and c) the person representing this legal person in the governing body of the economic operator.

V.8. The basic eligibility is demonstrated by the supplier that submits an affidavit, the supplier can use and complete the annex D to TD that contains a sample affidavit. The affidavit must be signed by the person authorized to represent the supplier. The selected supplier will be obligated to submit originals or certified copies of documents about its basic eligibility unless they have already been submitted to the Contracting Authority in this tender.

V.9. Professional eligibility under the provisions of section 77 of PPA

V.9.1. Professional eligibility is demonstrated by the supplier that submits:

- a) **Extract from the Commercial Register** or other similar record if another regulation requires such registration;
- b) **Business license to the extent that includes the subject of this Public Contract, e.g. document proving the relevant trade or business license.**

V.10. Technical qualifications pursuant to the provisions of section 79 of PPA

V.10.1. Scope of proving technical qualification. Technical qualification pursuant to Section 79 of the PPA shall be proved by a supplier who

- a) **have performed at least two (2) similar contracts** (design, delivery and installation of jet blast deflectors) Architectural and construction design as a part of the scope of the work referred to as similar contracts must have been included.

This shall be proved by **list of significant services** provided by the supplier in the last 10 years preceding the commencement of this tender procedure, stating the time and description of the provided services and client identification.

b) will submit a **list of professionals** involved in the project team that will potentially participate in the fulfillment of the contract awarded after the tender, indicating the team member positions and their key competencies. The project team must include at least: Project Team Leader, Engineering expert/s and Site Manager

a. The person on the position of the **Project Team Leader** must meet at least the following requirements:

- i. must have a university education of a technical nature appropriate for the highly professional performance of a complex design work including multidiscipline coordination work related to the all project documentation levels and must be able of coordination with foreign applicant and natives (including public authorities),
- ii. must be chartered engineer issued under Act No. 360/1992 Coll., on the pursuit of the chartered architect profession and the chartered engineer and technician active in construction profession (must be chartered engineers members of The Czech Chamber of Chartered Engineers and Technicians; foreign engineer/s must be licensed in his country and his/her her certification must have visiting persons status verified by The Czech Chamber of Chartered Engineers and Technicians) with at least 5 consecutive years of professional experience of the licensed person for the field of Building structures
- iii. must have the capability to communicate in Czech language both written and spoken form. Minimum knowledge level B2 (Europass European language levels).

b. The person/s on the position of **Engineering expert/s** who will process engineering disciplines (expertise parts) parts of the project documentation in the extent which it will not be processed by the project team leader must meet at least the following requirements:

- i. must have a university education of a technical background
- ii. must be chartered engineer issued under Act No. 360/1992 Coll., on the pursuit of the chartered architect profession and the chartered engineer and technician active in construction profession (must be chartered engineers members of The Czech Chamber of Chartered Engineers and Technicians; foreign engineer/s must be licensed in his country and his/her her certification must have visiting persons status verified by The Czech Chamber of Chartered Engineers and Technicians) for the field of engineering discipline he/she will process. At least chartered engineers in the fields: Statics and dynamics of structures (this field can be alternated by field Bridges and engineering structures); Technology of building services systems - specialization electrical equipment; Transportation structures must be included.
- iii. must have at least 5 consecutive years of professional experience as licensed engineer

iv. must be the professional/s who:

- in his/her practice, he/she has participated in the processing of the similar designs like design and installation of jet blast deflectors or
- in his/her practice, he/she has performed at least two (2) similar contracts (design of airport infrastructure like apron lighting, cable ducts, collectors, planning of infrastructure etc.) within past 10 years preceding the commencement of this tender procedure. This person/s must have the capability to communicate in Czech language both written and spoken form. Minimum knowledge level B2 (Europass European language levels).

These requirements must be met by one engineering expert or can be met by more engineering experts.

c. The person on the position of the **Site Manager** must meet at least the following requirements:

- i. in his/her practice, he/she has performed in the position of Site manager or similar in at least one (1) similar contract (construction work performed in SRA airside of airport during airfield operations) within past 10 years preceding the commencement of this tender procedure.
- ii. must have the capability to communicate in Czech language both written and spoken form. Minimum knowledge level B2 (Europass European language levels).

V.10.2. Method of demonstrating technical qualifications set out in paragraph V.10.2 a). The supplier shall submit a list of major supplies in the form of an affidavit to be signed by the person authorized to represent the supplier. The contents of the affidavit must show that the supplier meets the required technical qualifications set out in paragraph V.10.2 a) and contain the contact person with contact details for each major supply. The supplier can use and complete the annex B to TD that contains a sample affidavit and list.

V.10.3. Method of demonstrating technical qualifications set out in paragraph V.10.2 b). The supplier shall submit a list of professionals involved in the project attached by its CVs. CVs must show, that supplier meets the required technical qualifications set out in paragraph V.10.2 b) and every each CV must be signed by the specific professional.

VI. COMMERCIAL AND PAYMENT TERMS, INSURANCE

VI.1. The Contracting Authority provides that all commercial and payment terms are stated in an annex C to this TD – binding draft agreement for the performance of this Public Contract. The Contracting Authority provides that the supplier is required to submit the signed draft agreement as part of its offer, in the form in which it is contained in the annex C to this TD – binding draft agreement for the performance of this Public Contract.

VI.2. The Contracting Authority further provides that the supplier is entitled to amend or supplement the binding draft agreement only in places designated by the Contracting Authority and indicated as follows: “[completed by the Supplier]”.

- VI.3.** The Contracting Authority informs the supplier that the conclusion of an insurance policy for the conditions specified in the agreement is required for the agreement for the performance of the Public Contract.

VII. REQUIREMENTS FOR THE METHOD OF PREPARING THE BID

VII.1. Determining the bid

- VII.1.1. The Contracting Authority provides that the supplier shall base its bid on the total price for the subject of this Public Contract specified in its entirety in accordance with this TD, namely the absolute amount in Czech crowns without VAT.
- VII.1.2. The total bid price must be processed by the supplier as the maximum allowable, not to be exceeded and valid throughout the performance of the Public Contract.
- VII.1.3. The bid will be included in the supplier's offer stated in the annex C to this TD.
- VII.1.4. The bid will be included in the cover sheet of the offer. Here the bid and price information must be identical to the prices stated in other documents of the supplier's offer, should they be stated in them. The price information in the candidate's bid must be identical if given repeatedly.

VII.2. Particulars of the bid

- VII.2.1. The Contracting Authority provides that the total bid price must include all costs necessary for the proper, complete and high-quality performance of this Public Contract, including taking all risks into account during the performance of the Public Contract.

VII.3. Conditions for exceeding the bid price

- VII.3.1. The Contracting Authority provides that the total bid price may be changed only in connection with a change in the applicable VAT rate. The Contracting Authority provides that the total bid price must not be changed in connection with the inflation of the Czech currency, the value of the Czech currency exchange rate against foreign currencies or other factors with an impact on the exchange rate, currency stability or customs duties.

VIII. SUBCONTRACTORS

- VIII.1.** Under the provisions of section 105 paragraph 1 of PPA, the Contracting Authority further provides that the supplier is required in its bid to:

- a) Submit a list of subcontractors if known to the tenderer and indicate which part of the Public Contract each of the subcontractors will carry out.

- VIII.2.** Under the provisions of section 105 paragraph 2 of PPA, the Contracting Authority does not require that certain significant activities during the course of the performance of the Public Contract be carried out directly by the selected supplier without the use of subcontractors.

IX. PARTICULARS OF THE OFFER, ITS STRUCTURE AND CONTENT

- IX.1.** In accordance with section 103 paragraph 1(c) of PPA, the Contracting Authority provides that offers for the performance of the Public Contract shall be submitted in electronic version through EZAK application <https://zakazky.prg.aero/> only.
- IX.2.** The Contracting Authority recommends that the offer be prepared in the formal treatment, structure and content of the offer as recommended below by the Contracting Authority.
- IX.3.** The Contracting Authority recommends the following method for processing offers:
- IX.3.1. The offer for the performance of the Public Contract shall be submitted in written in the Czech language (unless expressly provided otherwise for a specific document in this TD) in noneditable format (PDF etc.) and also machine readable format.
- IX.4.** The Contracting Authority recommends that the offer be submitted in the following structure:
- IX.4.1. The cover sheet of the offer prepared in accordance with the sample provided in the annex A to this TD,
- IX.4.2. Contents of the offer,
- IX.4.3. Documents and statements establishing eligibility and qualifications in the following breakdown:
- a) Documents relating to the demonstration of basic eligibility,
 - b) Documents relating to the demonstration of professional eligibility,
 - c) Documents relating to the demonstration of technical qualifications,
- IX.4.4. Draft agreement for the performance of the Public Contract, which will match the draft contained in the annex C to this TD incl. (Annex 2 of Work Agreement – Price Calculation),
- IX.4.5. Valid power of attorney if a proxy or person empowered otherwise negotiates in the name or on behalf of the supplier, at the minimum in a copy or relevant empowerment that demonstrates the authority to negotiate the draft agreement in the name or on behalf of the supplier,
- IX.4.6. Other documents that the Contracting Authority requires the submission of as part of the supplier's offer within this TD.
- IX.4.7. Should multiple suppliers submit a joint bid, the draft agreement that will be a part of the bid must unmistakably show the commitment of the suppliers to be bound to the Supplier jointly and severally in connection with the Public Contract.

X. OTHER CONDITIONS OF THE CONTRACTING AUTHORITY FOR CONCLUDING AN AGREEMENT FOR THE PERFORMANCE OF THE PUBLIC CONTRACT

- X.1.** In accordance with the provisions of section 86 paragraph 3 of PPA, the provisions of section 104 of PPA in conjunction with the provisions of section 122 of PPA, the Contracting Authority provides that the selected supplier, in conjunction with the selection of the supplier and process to conclude an agreement for the performance of this Public Contract, be invited to submit:

- X.1.1. Originals or certified copies of documents about its qualifications unless they have already been submitted to the Contracting Authority in this tender,
- X.1.2. Should the supplier be a legal entity and should the supplier not have the actual owners registered in the relevant record establishing public registries of legal and natural persons as required by the Act on certain measures against money laundering and financing of terrorism (hereinafter referred to as the “actual owner”), the selected supplier will be asked:
 - X.1.2.1. to provide identification data of all persons who are the actual owners, and
 - X.1.2.2. to present documents clearly demonstrating relations between all actual owners in terms of the supplier; these documents include particular:
 - a) a copy of an excerpt from the Commercial Register or other similar records;
 - b) list of shareholders;
 - c) decision made by the statutory body regarding payment of a profit share;
 - d) a memorandum of association, a letter of formation or articles of association.

XI. DEADLINE AND PLACE FOR SUBMITTING BIDS

XI.1. Deadline for submitting bids

- XI.1.1. The Contracting Authority provides that the deadline for submitting bids is **23.1.2020 at 13:00 p.m.**
- XI.1.2. Any bid received by the Contracting Authority after the deadline for submitting bids will be reject as if never submitted. These bids will not be opened by the Contracting Authority, nor assessed and evaluated.

XI.2. Place for submitting bids

- XI.2.1. Bids can be submitted throughout the period for submitting offers in electronic form through application E-ZAK <https://zakazky.prg.aero/> only.

XII. OPENING THE BIDS

- XII.1. The opening of the bids will be done on **23.1.2020 at 13:00 p.m.**
- XII.2. The opening of the bids will take place without the presence of the tenderers, because this tender will be done in the form of an electronic auction.
- XII.3. Professionals invited at the discretion of the Contracting Authority may participate in the opening of the bids.

XIII. EVALUATION OF BIDS

- XIII.1. The bids will be evaluated under section 114, paragraph 2 of PPA, according to the lowest total price, in the manner set out below in this TD.
- XIII.2. The total price will be inserted by the tenderes into the annex C to this TD (Annex 2 of Work Agreement – Price Calculation).
- XIII.3. Bids will be assessed according to the lowest total price, so that the bid offering the lowest total price will be evaluated as the best and most beneficial and the bid offering the highest total price will be evaluated as the least beneficial.

- XIII.4.** After evaluation of bids as mentioned above the electronic auction will be set up. Tenderer is entitled to adjust only total price in electronic auction. The evaluation ration will be same as in section XIII. hereof.
- XIII.5.** An electronic auction will be used as the means for judging the offers pursuant to their economic advantageousness.
- XIII.6.** Before commencing the electronic auction, the Contracting Authority shall proceed in accordance with the provisions of section 121 of PPA. After evaluating the offers, the Contracting Authority shall introduce the bids given by the candidate in the draft agreement in its offer for the electronic auction as the starting point and invite the tenderers to submit new bids to the electronic auction. The invitation will be sent electronically to participants of the electronic auction. The electronic auction will not start sooner than 2 working days after the invitation has been sent out.
- XIII.7.** In accordance with the provisions of section 120 paragraph 4 of PPA, the Contracting Authority provides this information for the electronic auction:
- XIII.7.1. The subject of the electronic auction will be the amount of the bid.
- XIII.7.2. The Contracting Authority will not limit the amount of new values of the bids.
- XIII.7.3. During the course of the electronic auction, the tenderers will receive information about their current ranking and the lowest bid currently on offer.
- XIII.7.4. The electronic auction will take place in one auction round, which will have a fixed starting point. The duration of the auction round will be 1 hour, which will always be extended for 3 minutes in case if, during the final minute of the base or extended period, a better bid will be offered, i.e. a bid from any of the suppliers that improves on the current best bid (offer with the lowest bid price). It will continue in this manner until no improved bid is submitted during the final minute of the base or extended period. The electronic auction will then be automatically closed.
- XIII.7.5. The supplier will be able to improve its bid in the base or extended period by a minimum of 1,000 CZK (one thousand Czech crowns), i.e. the minimum increased bid. This improvement applies only to the offer of the supplier in question and does not concern the minimal required difference from the current best offer.
- XIII.7.6. As the electronic resource for conducting the electronic auction, the E-ZAK application at this address will be used <https://zakazky.prg.aero/>. **The prior registration of the supplier is required to use this application.**
- XIII.8.** All of the details of the electronic auction will be supplied in the invitation to submit new bids.

XIV. CLARIFICATION OF THE TENDER DOCUMENTATION

- XIV.1.** Under section 98 of PPA, the supplier is entitled to make a written request for clarification of TD of this Public Contract.
- XIV.2.** The written request for clarification of TD must be received by the Contracting Authority no later than the period set forth in the provisions of section 98 paragraph 3 of PPA. The Contracting Authority recommends that tenderers submit the request for clarification via email to the address of the Contracting Authority's contact person or through application E-ZAK <https://zakazky.prg.aero/>.

XIV.3. The Contracting Authority shall provide clarification to TD in accordance with the rules set forth for the provision of such clarification under the provisions of section 98 of PPA.

XV. INSPECTION TOUR OF THE PLACE OF PERFORMANCE

XV.1. Due to the nature of the performance of this Public Contract, the Contracting Authority shall allow an inspection tour of the place of performance.

XV.2. The inspection tour of the place of performance shall take place on **18.12.2019 or 19.12.2019 or 9.1.2020 or 10.1.2020** with each candidate individually. The specific date and hour of the tour will be specified to the candidate in an email message.

Notice: Those interested in a tour of the place of performance must send identification data for each intended participant of the tour - date of birth, identity card number or passport number to arrange entry cards to the airside portion of the airport to the Contracting Authority's contact person at least by 16.12.2019 before 09:00 a.m. for the day of the tour 18.12.2019/ by 17.12.2019 before 09:00 a.m. for the day of the tour 18.12.2019/ by 7.1.2020 before 09:00 a.m. for the day of the tour 9.1.2020/ by 8.1.2020 before 09:00 a.m. for the day of the tour 10.1.2020. Nobody without an entry card may participate in a tour of the place of performance. The Contracting Authority notifies suppliers that in exceptional cases (for operational reasons) the date of the tour can be moved to an alternate date. A maximum of 2 people may attend the tour for the supplier.

XVI. RIGHTS AND RESERVATIONS OF THE CONTRACTING AUTHORITY

XVI.1. The Contracting Authority reserves the following rights related to the course of the tender and establishes the following reservations:

XVI.1.1. The right to modify, clarify or supplement the terms of the tender before the statutory deadline and under the conditions specified in PPA;

XVI.1.2. The right to verify the data and information provided by the supplier in its offer prior to choosing the most beneficial bid;

XVI.1.3. The right not to return a submitted offer to the supplier;

XVI.1.4. The right not to provide any compensation for costs associated with the participation of suppliers in the tender, including preparing and submitting their offers and other requests, proposals, etc.;

XVI.1.5. The right not to provide any payment to suppliers connected to their participation in the tender;

XVI.1.6. The right to change the deadline for submitting offers and the date of the inspection tour of the place of performance. Any change will be announced to all suppliers and published on the profile of the Contracting Authority.

XVI.2. The Contracting Authority does not allow the submission of a partial offer.

XVI.3. The Contracting Authority does not allow variants of offers.

- XVI.4.** In the event of a conflict between the law and the terms of the tender, the law shall prevail, i.e. PPA.
- XVI.5.** In accordance with the provisions of section 170 of PPA, the Contracting Authority reserves the option to cancel the tender for the Public Contract without providing any reasons for it, as per the provisions of section 127 of PPA.
- XVI.6.** The Contracting Authority may verify the veracity of the information and documents provided and may also procure them, e.g. from third parties or from publicly available sources. The tenderer is obliged to provide all necessary assistance in this regard.
- XVI.7.** The Contracting Authority is entitled to use the information or documents provided by tenderers should they become necessary for the procedure under PPA or if it arises from the purpose of PPA.

XVII. OTHER

- XVII.1.** The Contracting Authority would like to notify bidders that in line with the provisions of Section 48 (9) of APP the Contracting Authority will expel from the tender any selected supplier which is a joint stock company or is established under similar legal form as a joint stock company and has not issued any booked shares. The above provisions shall not apply to a supplier that is a joint-stock company based abroad and whose shares in the aggregate nominal value of 100 % are owned by the state, municipality or by a region.
- XVII.2.** The official language for all communications between the tenderer and Contracting Authority in matters related to this tender is the Czech or English language.
- XVII.3.** All communication must be led through electronic tool E-ZAK at <https://zakazky.prg.aero/>.

Date 5.12.2019

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Ing. Jiří Kraus
Vice-Chairman of the board of directors
Letiště Praha, a. s.

.....
Ing. Jiří Černík
Member of the board of directors
Letiště Praha, a. s.

The following annexes form an integral part of this TD:

Annex A – Cover Sheet of the offer
Annex B – Affidavit technical qualification
Annex C – Sample Works Agreement
Annex D – Affidavit basic qualification
Annex E - Registry of known suppliers of airport supplies-information