Annex No. 1.04 Tender documentation

COVER SHEET OF THE OFFER

– Part 04 - Mixing and Dosing Equipment

# **Identification of the public contract and the participant**

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| **Name of the public contract:** | **Kűmpers Textil s.r.o. – Acquisition of machinery** |
| **Type of selection procedure:** | public contract outside the regime of Act No. 134/2016 Coll., on Public Procurement (hereinafter referred to as the "**PPA**") |
| **Type of public contract:** | Supplies |

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| **Participant name:** | **Click and write** |
| **Registered office of the participant:** | Click and write |
| **Contact point:** | Click and write |
| **ID No:** | Click and write |
| **VAT No:** | Click and write |
| **Contact person:** | Click and write |
| **Telephone:** | Click and write |
| **Email:** | Click and write |
| **Data box identifier:** | Click and write |
| Several suppliers compete for a public contract jointly within the meaning of Section 82 of the Public Procurement Act – it only applies to **the joint participation of suppliers**, not to the use of subcontractors or other persons under Section 83 of the Public Procurement Act. | |
| Identification data of all participating suppliers:[[1]](#footnote-2) | Company name/name, registered office, ID,  Company name/name, registered office, ID,  Company name/name, registered office, ID. |

**This document is signed exclusively by a person authorised to represent the participant in the selection procedure. Any proof of authorisation will be attached to the Cover Sheet of the Offer.**

The contracting authority within the meaning of Section 103 (1) (f) In the case of **joint participation of suppliers**, the Public Procurement Act requires the submission of  **a contract** containing an undertaking that all such suppliers will be jointly and severally bound towards the contracting authority arising from any legal relationships arising in connection with the public contract, for the entire duration of the performance of the public contract and for the duration of other obligations arising from the public contract. The requirement for an obligation that suppliers be jointly and severally bound applies unless a special legal regulation or the contracting authority provides otherwise.

The cover sheet of the offer is processed in a document format with limited editing options. Fields that are expected to be completed by the participant are marked in yellow and can be filled with text.

Unless otherwise stated, upon submission of the document, the participant shall submit copies of the document. The contracting authority may, in accordance with the procedure within the meaning of Section 46 para. 1 of the Public Procurement Act, require the submission of the original or a certified copy of the document.

# **Introductory statement of the participant**

The participant bidding for a public contract hereby submits the Cover Sheet of the bid, including the relevant annexes, to demonstrate compliance with the individual requirements of the contracting authority, which are a condition for the participation of suppliers in the tender.

The participant solemnly declares that:

1. has carefully familiarised himself with the tender conditions, understood them and, among other things, uses all terms and abbreviations in accordance with the tender documentation, and
2. it or its subcontractor, through whom it demonstrates qualifications, is not prohibited from participating in procurement procedures under Council Regulation (EU) 2022/576 amending Regulation (EU) No 833/2014 concerning restrictive measures in view of Russia's actions destabilising the situation in Ukraine,
3. when performing the subject matter of the public contract, it will ensure legal employment, fair and dignified working conditions, an adequate level of occupational safety for all persons who will participate in the performance of the subject matter of the public contract and, where appropriate, other requirements for social and environmental responsibility and sustainability, including compliance with the principles of "Do Not Significant Harm" (DNSH); The participant will also ensure compliance with the above requirements with its subcontractors.

# **Requirements for the subject matter of the public contract, conditions of performance**

The participant solemnly declares that:

1. meets all the requirements of the contracting authority for the subject matter of the public contract,
2. accepts the tender conditions in their entirety and does not make any reservations about them,
3. accepts  **the contracting authority's terms and conditions** specified **in Annex 2.01** of the tender documentation **according to the relevant part of the public contract** and is fully bound by them, and that
4. is also bound by all the technical conditions of the contracting authority in the event of concluding a public contract.

The participant attaches the offers as a separate attachment to this Mating Sheet:

* + - * + **Proof of compliance with professional competence** pursuant to Article 5 (a) of the Constitution of the Czech Republic B Cover sheet of the offer,
        + **Draft Contract** prepared in full compliance with the terms and conditions according to **Annex No. 2.01** of the tender documentation **according to the given part of the public contract**,
        + **Technical specification** (**Annex 3.04** to the tender documentation)).

# **Evaluation criteria**

The participant declares on his/her honour that he/she considers the following data to be decisive for the evaluation.

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| --- | --- | --- |
| **Evaluation criterion** | **Weight** | **Participant offer** |
| Offer price without VAT | 70 % | 0000 Kč / € without VAT |
| Warranty period length in months | 30 % | 00 Months |

In the event of a discrepancy between the cover sheet of the bid and another part of the bid, the data provided in the cover sheet of the bid will be relevant for the assessment and evaluation of the bid.

# **Proving qualification**

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| 1. **Basic eligibility** | |
| The participant **solemnly declares that he/she is eligible under Section 74 (1) of the Public Procurement Act**. | |
| 1. **Professional competence** | |
| The participant shall prove the fulfilment of his/her professional competence **by submitting an extract from the Commercial Register**, if he/she is registered therein, or an extract from another similar register, if he/she is registered therein.  The contractor does not have to submit the above-mentioned document to prove professional competence, unless the legislation in the country of its registered office requires similar professional competence. In such a case, he will make an affidavit of this fact. | |
| 1. **Technical qualification — reference contracts** | |
| The participant solemnly declares that he/she meets the following requirements pursuant to Section 79 para. 2 lit. b) PPA on reference contracts:   1. Reference contract No. 1: **delivery of mixing and dosing equipment in min. value 500.000 Kč without VAT / 20.000 EUR without VAT.** 2. Reference contract No. 2: **delivery of mixing and dosing equipment in min. value 500.000 Kč without VAT / 20.000 EUR without VAT.** 3. They were implemented in the period of the last **3 years** before the start of the tender. 4. For the avoidance of doubt, the contracting authority states that references for the purpose of proving the technical qualification criterion in question cannot be added together (i.e. it is not possible to add 2 contracts from different clients with a smaller volume) or divide (for example: a contract from one client with a volume reaching twice the required limit cannot be counted as two relevant contracts). 5. This technical qualification criterion will be met by the participant even if the supplies are still in progress, provided that the above parameters are met on the date of the start of the tender.   This technical qualification criterion will also be met by the participant in the case of supplies commenced earlier than in the last 3 years, if the supplies in question have been completed in the last 3 years or if they are still in progress, provided that the above parameters are met on the date of the commencement of the tender.  Information on individual reference contracts is provided below: | |
| Reference contract 1:  Name of the entity for which the reference contract was carried out (name, registered office, ID number) | Identification of the subject of performance: Contract name, description of the subject of performance  Implementation date: fill in the deadline from MM/YY to MM/YY  Price of the subject of performance: Enter the value incl. currency  Contact person of the customer: Name, e-mail, tel. |
| Reference contract 2:  Name of the entity for which the reference contract was carried out (name, registered office, ID number) | Identification of the subject of performance: Contract name, description of the subject of performance  Implementation date: fill in the deadline from MM/YY to MM/YY  Price of the subject of performance: Enter the value incl. currency  Contact person of the customer: Name, e-mail, tel. |
| 1. **General information on qualifications** | |
| 1. Documents pursuant to Section 75 of the Public Procurement Act proving basic competence pursuant to Section 74 of the Public Procurement Act and documents proving professional competence pursuant to Section 77 (1) of the Public Procurement Act must prove compliance with the required eligibility criterion no later than **3 months prior to the date of commencement of the selection procedure** (if documents are required or submitted). 2. In the case of proving the qualification referred to in Article 5. C of the Cover Sheet of the Bid through other persons pursuant to Section 83 of the Public Procurement Act, the participant shall submit the **following documents as** a separate annex to the Cover Sheet of the Bid:    1. documents proving the fulfilment of professional competence by another person pursuant to Article 5(a); B Cover sheet of the offer,    2. documents proving the fulfilment of the missing part of the qualification by another person pursuant to Article 5(a); C Cover sheet of the menu,    3. documents proving that the basic competence has been fulfilled by another person pursuant to Article 5(a); A Cover sheet of the menu and    4. a contract or a certificate of its existence signed by another person, the content of which is the obligation of another person to provide performance intended for the performance of a public contract or to provide things or rights that the contractor will be entitled to dispose of in the performance of the public contract, at least to the extent to which the other person has demonstrated qualification as a contractor. | |

# **Fulfillment through subcontractors**

* 1. The participant solemnly declares that it will perform the public contract in question through subcontractors to the extent specified below (if they are known to the participant):

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| **List of subcontractors** | |
| **Subcontractor designation** (Name, registered office, ID number) | **Material specification of the part of the public contract implemented by the subcontractor** (Type and scope of work) |
| Click and write | Click and write |
| Click and write | Click and write |
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| Click and write | Click and write |

* 1. If the subcontractors are not known to the participant, or if the participant will not perform the public contract through subcontractors, the participant does not have to further modify the list.
  2. In the List of Subcontractors, the participant shall also list **other persons pursuant to Section 83 of the Public Procurement Act**, through whom the contractor demonstrates qualification and who will participate in the performance of the public contract.

# Other content of the offer

* 1. **The contracting authority recommends that the documents in the participant's bid be compiled in the following order:**
     1. **Cover sheet of the bid**, including all annexes resulting from it:

Proof of authorisation of the person authorised to represent the party (if applicable),

Obligation (contract) on joint and several liability in the event of joint participation of suppliers,

**Documents proving compliance with professional competence according to Article 5 (a) of the Constitution B** Cover sheet of the offer,

Documents required under Section 83 of the Public Procurement Act, in the case of proving qualification through other persons.

* + 1. **Draft Contract** prepared in full compliance with the terms and conditions according to **Annex No. 2.01** of the tender documentation according to the given part of the public contract,
    2. **Technical specification** duly completed according to **Annex 3.04** of the Tender Documentation.
    3. Other documents, if it follows from the tender documentation.

In place date day

Name, function, signature

1. All declarations made in the Cover Sheet of the Bid are made by the Participant on behalf of all participating suppliers. [↑](#footnote-ref-2)