

INVITATION TO SUBMIT BIDS

1. Identification of the Contracting Authority:

Name: Fyzikální ústav AV ČR, v. v. i. (Institute of Physics – “IoP”)
Seat: Na Slovance 1999/2, 182 00 Praha 8
Identification No.: 68378271
Tax ID: CZ68378271
Authorized representative: RNDr. Michael Prouza, Ph.D. – Director
Contact person: Vladimír Levandovský
E-mail: levandovsky@fzu.cz
Deputy contact person: Mgr. Václav Kafka
E-mail: kafkav@fzu.cz

2. Name and description of the public contract

2.1. Name of the public contract: **“Detector for back-scatter Laue method”**

2.2. Type of public contract: a small-scale public supply contract

3. The deadline for submission of bids

The deadline for submission of bids expires on **September 10th 2024 by 11:00 am.**

4. Description of the subject of the public contract

The subject of this public contract is purchase of a detector for back-scatter Laue method. Detailed technical specifications of the device are provided in the draft contract (**Annex No. 2** of this Invitation).

5. Term and place

Latest completion time: max. within 100 days from the date of conclusion of the Contract

Place of Performance: Fyzikální ústav AV ČR, v.v.i., Na Slovance 1999/2, 182 00 Praha 8, Czech Republic

6. Anticipated value of the public contract

Anticipated value of the public contract: 650 000 CZK excl. VAT

The subject matter of this Public Contract is partly financed from the subsidy of the project **“Ferroic Multifunctionalities” (FerrMion)** under the *Operational Programme Jan Amos Komenský* (OP JAK) within the framework of EU funds, project registration number **CZ.02.01.01/00/22_008/0004591.**

7. Structure of the Bid price

Bidders are obliged to specify the total Bid price for the subject of performance according to the required specifications. The Bid price must include the entire subject matter and shall represent a fixed, binding amount as the maximum amount and maximum admissible price, including all fees and other costs that may be associated with the performance provided hereunder, such as transportation to the place of performance, packaging, custom duties, insurance costs etc.



The Bid price is to be quoted in **CZK excl. VAT**. Bidders shall indicate the Bid price to Cover sheet (**Annex No. 1** hereto) and also to the draft contract (**Annex No. 2** hereto). In case different data will be provided, the data in the draft contract shall be binding.

The highest allowable bid price in terms of the Contracting Authority's financial resources is the amount of **750 000 CZK excl. VAT**. For that reason, a bid that would contain a bid price exceeding the specified limit will be excluded from the procurement procedure.

8. Conditions and requirements for bid preparation

Bids shall be submitted either in **electronic** form only or in **paper** form only.

The bids in electronic form shall be submitted within the time limit for the submission of bids using the certified electronic tool **E-ZAKAZKY** available at <http://www.e-zakazky.cz> (hereinafter referred to as "**E-ZAKAZKY**"), where also detailed instructions for its use are available (link "Manual for the supplier" in the footer - <https://e-zakazky.cz/Content/files/ManualSupplier.pdf>) as well as user support contacts. In order to submit a bid in electronic form, the bidder must be registered as a supplier in the electronic tool **E-ZAKAZKY** (link "supplier registration" on the website <https://e-zakazky.cz/regitrace-dodavatel>) and the bidder's user must have the appropriate user authorization. Registration takes up to 3 working days after submission of all required documents and registration is free of charge. The bidder must have a personal computer with normal performance for office use, an Internet connection and an Internet browser installed (e.g. Microsoft Internet Explorer, Mozilla Firefox, Google Chrome, etc.). The individual file that is included in the electronic bid must not exceed 100 MB. The bid must be processed using acceptable file formats, i.e. Microsoft Office (Word, Excel), Open Office, PDF, JPEG, GIF, or PNG. The Bid price will also be submitted by the bidder in the form of an inscription into the tender form, which will be displayed when the bid is submitted electronically. This is without prejudice to the obligation to submit other documents containing the Bid price.

The bids in paper form shall be submitted in duly sealed envelopes bearing the name and the address of the bidder's company on the overleaf and secured against tampering. The envelope must be clearly marked "**Do not open**" and with the name of the public contract, i.e. "**Detector for back-scatter Laue method**". Bids shall be submitted to the address of the Contracting Authority (**Fyzikální ústav AV ČR, v. v. i., Na Slovance 1999/2, 182 00 Praha 8, Czech Republic**) – filing room on the ground floor next to the main entrance (the main entrance is in the Pod Vodárenskou věží Street at No. 1). Bids may be submitted using postal services, courier or personal delivery and similar. **The filing room's office hours are 8:00 am – 3:00 pm on business days, and on the last day of the deadline 8:00 am to 11:00 am.** Bidders shall submit the bid in one hardcopy original and in electronic form on a suitable data carrier, i.e. CD-ROM or flash disk, in MS Office or PDF compatible format.

The bid may be prepared in the Czech or English language.

The bid must include filled draft contract with the bid price and identification data of the bidder, i.e. primarily: business name, registered office, identification number, legal form, persons authorized to act on behalf of / represent the bidder and contact details for correspondence.



9. Evaluation criteria

The bids will be evaluated on the basis of their economic advantageousness. The Contracting authority shall evaluate the economic advantageousness based on the following partial evaluation criteria:

- 1) Total bid price - 40 %
- 2) The length of the warranty period – 20 %
- 3) Delivery time - 10%
- 4) Technical level of the detector (30 %)
 - a. Total number of detector pixels – 10 %
 - b. The total area of the active matrix of the detector in mm² – 10 %
 - c. Maximum guaranteed dark current per pixel in cps – 10 %

According to the partial evaluation criterion “Total bid price” contracting authority will evaluate the total bid price in EUR excl. VAT (max. 750 000 CZK excl. VAT). See the formula below:

$$\text{Number of points} = \frac{\text{The lowest bid price in CZK excl. VAT}}{\text{Bid price of the evaluated bid in CZK excl. VAT}} \cdot 40$$

According to the partial evaluation criterion “The length of the warranty period” contracting authority will evaluate the length of the warranty period in months (min. 12 months, max. 120 months). See the formula below:

$$\text{Number of points} = \frac{\text{the length of the warranty period of the evaluated bid in months}}{\text{the longest warranty period in months}} \cdot 20$$

According to the partial evaluation criterion “Delivery time” contracting authority will evaluate the delivery time in days (max. 100 days). See the formula below:

$$\text{Number of points} = \frac{\text{the shortest delivery time in days}}{\text{Delivery time of the evaluated bid in days}} \cdot 10$$

According to the partial evaluation criterion “Technical level of the detector” the contracting authority will the following criteria:

$$\text{Number of points} = \frac{\text{Total number of detector pixels of the evaluated bid}}{\text{the highest number of detector pixels}} \cdot 10$$

$$\text{Number of points} = \frac{\text{Total area of the active matrix of the detector of the evaluated bid in mm}^2}{\text{the largest area of the active matrix of the detector in mm}^2} \cdot 10$$

$$\text{Number of points} = \frac{\text{The lowest maximum guaranteed dark current per pixel in cps}}{\text{maximum guaranteed dark current per pixel of the evaluated bid in cps}} \cdot 10$$

The number of points achieved within the partial evaluation criteria will be rounded to 2 decimal places. The evaluated bids will be ranked according to the number of points obtained in the sum of all the above partial evaluation criteria from highest to lowest, thus creating the final ranking of the bids.



10. Commercial terms

All commercial terms are included in the draft purchase contract, which forms and integral part hereof as an **Annex No. 2** hereto. Bidders are required to accept the contract proposal without reservation and without change; bidders are only entitled to complement their identification data, data on the bid price and any other clearly marked data.

11. Additional conditions

The Contracting Authority does not allow variants of bids.

The Contracting Authority has the right to:

- a. require further explanations to the bid in the case of confusion,
- b. verify the data declared by the bidder,
- c. publish the announcement of the selection of the most suitable bid and possibly also announcement of the exclusion of a bidder or announcement of the cancellation of the award procedure on the contracting entity profile at: <http://www.e-zakazky.cz/Profil-Zadavatele/74e987e1-b4a1-4571-b8b6-2cd93fe6f932>; in such a case, the notice of the selection of the most suitable bid and note of exclusion of a bidder shall be considered to be delivered to all bidders concerned at the point of time of publication on the contracting entity profile,
- d. enter into a contract with the bidder, whose bid has been evaluated as the most suitable; if the selected bidder refused to enter into a contract, the Contracting Authority has the right to enter into a contract with the bidder, whose bid has been evaluated as the second most suitable etc.

12. Provision of additional information

Bidders are entitled to require the Contracting Authority in writing to provide additional information on the tender conditions relating to the public contract. The request must be received by the Contracting Authority no later than 4 working days before the deadline for submission of bids.

13. Conclusion

This small-scale public contract is not awarded pursuant to Act No. 134/2016 Coll., on Public Procurement, as amended.

The information and data contained in this Invitation (including Annexes) define mandatory requirements of the Contracting Authority on the subject of the public contract. The bidder has to respect and accept these requirements fully and unconditionally when processing the bid. Non-acceptance of the requirements specified in this Invitation (including Annexes) will be considered a breach of the terms.

If this Invitation (including Annexes) mentioned trade names of some products or supplies, or other signs pertaining to a particular supplier, it is only a definition of quality standard and the bidder is entitled to propose a different, qualitatively and technically comparable solutions.



In Prague

RNDr. Michael Prouza, Ph.D.

Annexes:

1. Cover sheet
2. Draft purchase contract