

**Technická univerzita v Liberci / Technical university of Liberec**  
Studentská 1402/2, 461 17 Liberec  
**Reg. no.:** 467 47 885

## **INVITATION TO TENDERS**

**Ref. No. 12/9130/0202**

The contracting authority hereby invites contractors to submit a tender in the following small-scale public contract in proceedings pursuant to Article 6 and 12 par. 3 Act no. 137/2006 Coll., Public Procurement Code (hereinafter referred to as the „PPC“). This public contract is not being awarded pursuant to PPC in accordance with Article 18 par. 5 PPC. The invitation is made in a Czech and English copy.

### **Contracting authority:**

Name: Technická univerzita v Liberci/ Technical university of Liberec  
Address: Studentská 1402/2, 461 17 Liberec  
Reg. no.: 467 47 885  
Represented by: Ing. Gabriela Krupincová

**Name of public contract:** **202\_Laboratory airlaid machine**

**Type of public contract:** Public supply contract.

**Internal no. of public contract:** **12/9130/0202**

### **Object of the contract and his description:**

1 piece of a machine for opening of fibers (incl. short fibers) which can create a fiber layer. Working width is between 0,1-0,5 m, the surface area of the product is 80-800g/m<sup>2</sup>, fiber length 10-80mm, fiber diameter 5-50 µm, CV of surface weight ±10 %, a possibility of continuous production of the fiber layer (with optional device or after modification); The machine will be used for the tutorial of subject „Nonwovens“ and „Mechanical technology of nonwovens“ .

### **Time and place of performance of the public contract:**

Estimated time of performance: 30 November 2012.

Place of performance: Technical University of Liberec, Studentská 1402/2, 461 17 Liberec.

### **Time limit for receipt of tenders:**

A tender can be submitted until **7<sup>th</sup> November 2012 2:00 PM**

Tenders submitted after this time limit will be excluded from the proceedings.

### **Tenders must be sent to :**

In written form to Technická univerzita v Liberci, Studentská 1402/2, Legal department – public procurement, 7. patro, 461 17 Liberec **or by e-mail to [zakazky@tul.cz](mailto:zakazky@tul.cz).**

If written form is chosen, tenders must be sent in written form, which must be delivered in a properly sealed envelope clearly marked with the contract title „Laboratory airlaid machine“ and the inscription „NEOTVÍRAT!“ (i.e. „DO NOT OPEN!“).



If sent by e-mail, the e-mail must be marked as (in its subject) **TENDER Laboratory airlaid machine**. The tender itself must be disclosed in the e-mail's attachment to ensure its opening after the time limit for tender receipt has passed.

**Contact point:**

The contact persons of the contracting authority are Ing. Denisa Zálešáková, telephone no. + 420 485 353 536, email [denisa.zalesakova@tul.cz](mailto:denisa.zalesakova@tul.cz) and Mgr. Michal Prokop, telephone no. +420 485 353 270, email [michal.prokop@tul.cz](mailto:michal.prokop@tul.cz).

**Qualification criteria and evidence of their fulfillment:**

Tenderer's Solemn declaration of personal and financial situation (Annex no. 1). The solemn declaration is requested only in an English copy, translation to Czech language is not needed by the contracting authority.

**Estimated value of the public contract (excluding VAT): 800.000 Czech crowns (CZK)/ 32.000 Euros (€)**

**The method of defining the tender price :**

The tender is obliged to define the tender price in this structure:

price excluding VAT,

VAT,

price including VAT.

Tender price must include **all costs of performance of the public contract** and must be set as maximal and must not be exceeded.

**Tender period (period in which the tenderer is obliged with its tender):** 45 days.

**Other information, which must be included in the tender:**

- delivery time: max. by 30 November 2012.
- warranty: min. 24 months.

**Information about variants :**

Variants will be accepted: No.

**Contract award criteria:**

The lowest price only.

**Tender language:**

The tender must be submitted in **English language**.

**Contract proposal:**

The contracting authority will enter into a contract with the winning tenderer. The draft is enclosed in annex no. 2 (Czech copy) and annex no. 3 (English copy). The contract includes business terms and conditions. The tenderer will fill in the text boxes in accordance with his tender and sign it (by person authorized to sign the contract). The tenderer is not entitled to change any of the contract's provisions.

**Other requirements for the tender:**

- tender must be made in one original
- the identification data of the tenderer must correspond to the appropriate legal jurisdiction



- the tenderer must state the name and the contact details (including e-mail) of the person responsible for submitting the tender and the person authorized to act on behalf of the tenderer about the tender

- the tender must be delivered in this structure:

1. Text part of the tender,
2. Tender price,
3. Solemn declaration of personal and financial situation (annex no. 1 – English version) – signed by authorized person,
4. Contract proposal (annex no. 2 and no. 3) – signed by authorized person – both the Czech and English copy.

One contractor may submit only one tender. The contractor cannot participate in the proceedings more than once, such as joint tender of more contractors submitting another tender or as a subcontractor of another contractor. A subcontractor may be a subcontractor of more contractors.

The contracting authority is entitled to cancel the proceedings before signing the contract, no damages will be paid.

In Liberec, October 26 2012.



---

Mgr. Marie Křelinová

Annex no. 1 – Solemn declaration of personal and financial situation in English version  
Annex no. 2 – Contract proposal in Czech language  
Annex no. 3 – Contract proposal in English language