

## **Tender documentation for the supply contract**

**"Introduction of innovations at EKOINVESTA spol. s r.o. -  
Repeated tender procedure"**

Contracting authority

**EKOINVESTA spol. s r.o.**  
Tř. 1. máje 328, Hranice I-Město, 753 01 Hranice  
Company ID: 64618447  
Represented by: Michal Derych, Managing Director

Contracting authority representative

**RPA LEGAL, s.r.o.**  
Starobrněnská 20, 602 00 Brno  
Company ID: 05587531  
Represented by: Ing. Jan Ševčík, Managing Director

## 1. PREAMBLE

---

The tender documentation has been prepared as a basis for the submission of bids by participants in the tender procedure in accordance with the Rules for the Selection of Suppliers under the Operational Programme Technology and Applications for Competitiveness, taking into account the provisions of Act No. 134/2016 Coll. on Public Procurement (hereinafter referred to as the "Act"), although the award of this contract itself is not governed by the Act.

The contracting authority declares that this tender is not a public tender or a public promise and is not a public contract implemented in accordance with the Act. By submitting a bid in the tender, the supplier fully and unreservedly accepts the tender conditions, including all annexes and any amendments to these tender conditions.

## 2. INFORMATION ABOUT THE CONTRACTING AUTHORITY

---

Company:	<b>EKOINVESTA spol. s r.o.</b>
Registered office:	Tř. 1. máje 328, Hranice I-Město, 753 01 Hranice
Company ID:	64618447
Represented by:	Michal Derych, Managing Director

## 3. CONTRACTING AUTHORITY REPRESENTATIVE

---

Company:	<b>RPA LEGAL, s.r.o.</b>
Registered office:	Starobrněnská 20, 602 00 Brno
Represented by:	Ing. Jan Ševčík, Managing Director
Company ID:	05587531
VAT number:	CZ05587531
Telephone:	+420 605 404 237
Email	<a href="mailto:legal@rpa.cz">legal@rpa.cz</a>

## 4. SUBJECT OF THE CONTRACT

---

The subject of the contract is the provision of services in connection with the implementation of the project "**Introduction of innovations at EKOINVESTA spol. s r.o. – Repeated tender procedure**", as described in detail in the Specification of the subject of performance, which forms part of this tender documentation.

If the tender documentation or any of its annexes contain references to commercial companies, names or surnames, specific designations of goods and services that apply to a specific person or their organisational unit, patents for inventions, utility models, industrial designs, trademarks or designations of origin, the contracting authority

allows other solutions of similar quality and technical characteristics to be used for the performance of the contract, provided that the nature of the requested performance does not indicate that the use of such a substitute would be contrary to the purpose of the request (for example, that the substitute would reduce the compatibility of the requested performance with existing means of production).

**The contracting authority allows for partial performance of the contract.**

**Part 1 – Robotic workplace for rubber goods together with software for the construction of rubber compensators**

A detailed specification of the subject of performance is provided in the document Specification of the Subject of the Contract, which is part of the tender documentation.

**Part 2 – Autoclave for rubber vulcanisation**

A detailed specification of the subject of performance is provided in the document Specification of the Subject of the Contract, which is part of the tender documentation.

---

## **5. DEADLINE AND PLACE OF PERFORMANCE OF THE CONTRACT**

---

Expected start date of performance (signing of the contract): **March 2026**

The place of performance of the contract is the land: **parcel no. 747, cadastral area Hranice, 753**

**01 Hranice, LV:**

**4229.**

The contracting authority requires that both parts of the contract be completed within **9 months of the date of signing the contract** at the latest.

The tender period begins at the end of the deadline for submitting tenders and ends on the date of delivery of the contracting authority's notification of the selection of the most suitable tender. The tender period is 90 calendar days. The tender period is the period during which the supplier is bound by its tender.

---

## **6. TERMS AND CONDITIONS**

---

The contracting authority submits the terms and conditions as part of the tender documentation. The terms and conditions set for the contract are defined in the form of a binding model purchase contract for each individual part of the tender separately, which is attached to this tender documentation. The interested party shall complete the terms and conditions with the information necessary for the creation of the draft contract (in particular, their own identification details and bid price, or delivery date and other contact and identification details) and submit the completed terms and conditions as their draft contract.

The terms and conditions define the future framework of the contractual relationship. The participant is obliged to use the terms and conditions and fill in only the marked fields. The participant's bid must comply with the specified terms and conditions and must not contain any provisions in any part that

which would be contrary to the terms and conditions and would disadvantage the contracting authority.

## **7. OBJECTIVE CONDITIONS UNDER WHICH THE BID PRICE MAY BE EXCEEDED**

---

The bid price may be exceeded under the conditions defined in the terms and conditions, in particular if there are changes in value added tax rates during the implementation. In such a case, the bid price will be adjusted according to the value added tax rates valid at the time of the taxable supply. The price change will not exceed the increase in value added tax.

## **8. REQUIREMENT FOR THE METHOD OF CALCULATING THE BID PRICE**

---

For the purposes of the tender, the bid price is understood to be the total price for the delivery of all technologies and technological equipment specified in the tender documentation, including their transport and commissioning, excluding value added tax (hereinafter referred to as "VAT"). The bid price must include all costs necessary for the proper delivery of the goods, including all related costs (fees, transport costs, anticipated risks associated with the location, operation of the customer, exchange rate effects, general price developments, etc.). All related costs will be included in the price of the supplied equipment.

The bid price shall be stated in Czech or foreign currency, broken down into the total price excluding VAT, the VAT rate, the amount of VAT and the total price including VAT. Bids in foreign currency shall be converted using the Czech National Bank exchange rate valid on the last day of the deadline for submitting bids.

## **9. OTHER REQUIREMENTS OF THE CONTRACTING AUTHORITY FOR THE PERFORMANCE OF THE CONTRACT**

---

The contracting authority reserves the right to cancel the tender procedure in accordance with the OPTAK rules. Suppliers are obliged to accept this condition without any claim for damages or lost profits for any of the future contracting parties.

The contracting authority notes that the selected supplier is a person obliged to cooperate in the performance of financial control within the meaning of Section 2(e) of Act No. 320/2001 Coll. on financial control in public administration, as amended.

## **10. QUALIFICATION REQUIREMENTS**

---

The participant is obliged to prove their qualification by the deadline set for the submission of tenders at the latest. Fulfilment of the qualification means:

- fulfilment of basic eligibility
- fulfilment of professional competence

- technical qualification

Participants shall prove their qualification by means of documents required by the contracting authority in the notice of the commencement of the selection procedure or in this part of the tender documentation. Simple copies of documents are sufficient to prove qualification requirements.

Documents proving basic eligibility and professional competence pursuant to point 12(a) of the tender documentation must demonstrate compliance with the required eligibility criteria no later than three months prior to the date of commencement of the selection procedure.

## **11. BASIC ELIGIBILITY**

---

A supplier **shall not be** eligible if

- a) has been convicted in the country of its registered office in the last 5 years prior to the commencement of the selection procedure for a criminal offence listed in Annex 3 to the Act, or a similar criminal offence under the legal system of the country of the supplier's registered office; expunged convictions shall not be taken into account,
- b) has outstanding tax arrears recorded in the tax records in the Czech Republic or in the country of its registered office;
- c) has outstanding insurance premiums or penalties for public health insurance in the Czech Republic or in the country of its registered office;
- d) has outstanding social security contributions or penalties and contributions to the state employment policy in the Czech Republic or in the country of its registered office,
- e) is in liquidation, has been declared bankrupt, has been placed under forced administration under another legal regulation, or is in a similar situation under the legal system of the country of the supplier's registered office.

The supplier shall prove that it meets the basic eligibility requirements by submitting a statutory declaration. A template for the statutory declaration is included in the tender documentation. Participants may use this template.

## **12. PROFESSIONAL ELIGIBILITY**

---

Professional eligibility is met by a supplier who submits:

- a) an extract from the commercial register or other similar register, if another legal regulation requires entry in such a register

The supplier shall submit documents proving fulfilment of professional qualification requirements in a simple copy.

## **13. TECHNICAL COMPETENCE**

---

The contracting authority requires technical qualification. Technical qualification is met by a supplier who submits:

### **For part 1**

A list of significant deliveries in the last 5 years, stating their price, delivery time and identification of the customer.

The contracting authority sets the following limit for meeting this qualification requirement:

At least 3 contracts for the supply of equipment for the production of rubber compensators, each of which was worth at least CZK 11,000,000/EUR 450,000 excluding VAT.

### **For part 2**

A list of significant deliveries in the last 3 years, stating their price, delivery time and identification of the customer.

The contracting authority sets the following limit for meeting this qualification requirement:

At least 2 contracts for the supply of electric autoclaves, each of which was worth at least CZK 1,000,000/EUR 40,920 excluding VAT.

At least 2 contracts for the supply of vulcanisation autoclaves with a minimum diameter of 2000 mm, each of which was worth at least CZK 1,500,000/EUR 61,375 excluding VAT.

## **14. REQUIREMENTS FOR PREPARING A BID**

---

The supplier shall submit a tender in the tender procedure for the contract, which shall contain the documents and evidence required by the contracting authority in the tender documentation. The tender shall also include documents and information proving that the supplier meets the qualification requirements. The tender and all other documents and information shall be submitted in Czech or English in written form, and the tender shall be signed by a person authorised to act and sign on behalf of the supplier according to an extract from the Commercial Register, or by a person authorised by the statutory body, whose power of attorney must be included in the tender.

The supplier's bid may be submitted either in a single volume or in separate folders, but always in writing and in a single sealed envelope marked with the name of the contract, on which the participant's identification details must be stated. The supplier's bid shall be submitted in a single copy.

If the supplier uses a courier service to deliver its bid, it shall ensure that the envelope used by the courier service to cover the envelope containing the supplier's bid is labelled in exactly the same way as the bid envelope itself (i.e. it is marked with the name of the contract and the participant's identification details).

Otherwise, there is a risk that the bid sent in this manner will not be registered as a bid in time and that the unmarked envelope will be opened after the deadline for submitting bids. In this case, the participant's bid will be considered as if it had not been submitted.

**The envelope shall be marked with the following inscription:**

**"DO NOT OPEN – bid for 'Introduction of innovations at EKOINVESTA spol. s r.o. – Repeated tender procedure"**

**The envelope shall also clearly indicate the part(s) of the contract for which the participant is submitting their bid.**

**The bid must contain:**

a) A completed **Cover Sheet** (depending on which part of the tender the participant is submitting) containing the participant's identification details, signed by the authorised person(s) participant in accordance with manner signing specified in extract from the Commercial Register (or similar register) or by a representative authorised to perform this act in accordance with legal regulations (the power of attorney must then be included in the tender, stored behind the cover sheet of the tender).

b) A **draft contract** complying with all tender conditions, prepared in accordance with the instructions contained in this tender documentation, in accordance with the binding model contract submitted by the contracting authority and signed by a person authorised to act on behalf of or for the supplier (depending on which part the participant is submitting their tender for),

c) **Documents proving fulfilment of qualifications**

- Affidavit of basic eligibility
- Extract from the commercial register
- List of significant deliveries

d) A completed table **Specification of the subject of performance**, which is part of this tender documentation (depending on which part the participant is submitting their bid for), which clearly shows that the bid for each individual item meets all the requirements of the contracting authority specified in the tender documentation. The specification shall include the values of the individual technical parameters of the subject of performance according to the bid, so that it is possible to assess whether the subject of performance actually meets all the requirements of the contracting authority specified in the tender documentation.

## 15. OTHER CONDITIONS OF THE TENDER PROCEDURE

---

The contracting authority does not allow variants of tenders.

## 16. METHOD OF EVALUATING BIDS ACCORDING TO THE EVALUATION CRITERIA

---

Bids will be evaluated according to their economic advantage. The economic advantage of bids will be evaluated on the basis of the most favourable ratio of bid price and quality, using the following sub-evaluation criteria:

<b>Bid price excluding VAT</b>	<b>value 80%</b>
<b>Provision of service in hours</b>	<b>value 20%</b>

In the sub-evaluation criterion – **Bid price excluding VAT**, the bid with the lowest bid price excluding VAT will be evaluated as the most advantageous.

In the sub-evaluation criterion – **Provision of service in hours**, the bid containing the shortest possible time for commencing repairs or remote fault diagnosis in hours from the reporting of the fault on working days will be evaluated as the most advantageous.

**The contracting authority requires that repairs be commenced within a maximum of 48 hours of the defect being reported on working days (rounded to whole hours) for both part 1 and part 2.**

If a participant specifies a service provision time in hours exceeding the maximum required time in their tender, this constitutes a failure to meet the tender conditions and the contracting authority will exclude the participant from further participation in the tender procedure. For the purposes of evaluation, a lower limit of 2 hours is set; if a participant specifies a time shorter than 2 hours in their bid, the value of 2 hours will be used for the purposes of evaluation.

The method of evaluating bids for the contract is set as follows:

The sub-evaluation criterion for which the minimum value is the most advantageous is evaluated by assigning 100 points to the lowest value. Other evaluated bids will receive a point value calculated as 100 multiplied by the ratio of the value of the most advantageous bid to the value of the evaluated bid.

The sub-evaluation criterion for which the most advantageous maximum value is evaluated by assigning 100 points to the highest value. Other evaluated bids will receive a score calculated by multiplying 100 by the ratio of the value of the evaluated bid to the value of the most advantageous bid.

The point value of the bid calculated according to the method described above will be multiplied by the weight of the criterion, and the reduced point value of the criterion for each bid will be calculated in this way for each sub-criterion.

The sum of the reduced point values from all sub-criteria will determine the final point value of the bid.

The overall ranking of bids is determined by the absolute value of the bid score, such that the most advantageous bid is the one that receives the highest total number of points.

In the event of a tie between two or more bids, the overall ranking of the bids will be determined by the ranking in the bid price criterion.

## **17. TENDER DOCUMENTATION**

---

The tender documentation consists of a summary of the information and documents necessary for processing the bid. The tender documentation also includes:

- 1) Bid cover sheet form (separate for each part)
- 2) Terms and conditions (binding model purchase contract for each sub-part separately)
- 3) Sample affidavit of basic eligibility
- 4) Specification of the subject of performance table (separately for each sub-part)
- 5) Sample list of significant contracts

The supplier is entitled to request a written explanation of the tender documentation from the contracting authority, exclusively through the contracting authority's representative. The contact address for electronic requests for additional information is [legal@rpa.cz](mailto:legal@rpa.cz) . Requests for additional information must be delivered to the contracting authority no later than four working days before the deadline for submitting tenders. The contracting authority shall provide additional information within two working days of receiving a timely and properly submitted request for additional information.

If a request for clarification of the tender conditions is delivered on time and the contracting authority does not publish the clarification within the time limit specified in the previous paragraph, it shall extend the deadline for the submission of tenders by at least the number of working days by which the period from the delivery of the request for clarification of the tender conditions to the publication of the clarification exceeded the time limit specified in the previous paragraph.

The contracting authority has the right to provide suppliers with additional information on the tender documentation even without a prior request from the supplier. The contracting authority shall deliver such additional information to all suppliers who have requested the tender documentation and shall also publish it on the contracting authority's profile.

The complete tender documentation is published in electronic form at the contracting authority's profile address:

[https://zakazky.rpa.cz/profile\\_display\\_512.html](https://zakazky.rpa.cz/profile_display_512.html)

## **18. INSPECTION OF THE PLACE OF PERFORMANCE**

---

Due to the nature of the subject matter of the contract, an inspection of the place of performance is not necessary for the preparation of a tender.

## **19. PLACE AND DEADLINE FOR SUBMITTING BIDS**

---

The place for submitting tenders is the delivery address of the contracting authority's representative:

**RPA LEGAL, Ltd.**

**Starobrněnská 20, 602 00 Brno**

**The deadline for submitting bids is 27 February 2026 at 10:00 a.m.**

Bids may be submitted in person or by registered mail. If submitted in person, bids must be delivered to the contracting authority's representative's office at the above address on working days between 8:00 a.m. and 3:00 p.m., and by 10:00 a.m. on the last day of the deadline for submitting bids.

## **20. OPENING OF BIDS**

---

Bids will be opened on 27 February 2026 at 10:05 a.m. at the contracting authority's representative's delivery address: RPA LEGAL, s.r.o., Starobrněnská 20, 602 00 Brno.

**The opening of envelopes will be open to representatives of participants who submitted bids within the deadline for submission of bids.**

## **21. COMMUNICATION BETWEEN THE SUPPLIER AND THE CONTRACTING AUTHORITY**

---

All actions of the contracting authority towards suppliers or actions of suppliers towards the contracting authority in the procurement procedure must be in writing. However, it is sufficient if the action is performed electronically.

The contracting authority is represented in the exercise of its rights and obligations under the law by RPA LEGAL, s.r.o., Starobrněnská 20, 602 00 Brno. This person is authorised to receive and send documents and to perform all actions related to the tender procedure, with the exception of:

- awarding the contract
- exclusion of a supplier from participation in the tender
- cancellation of the tender

- decision on the selection of the most suitable tender

Documents delivered to the contracting authority shall be sent by the contractor to the contracting authority's representative. Delivery to the contracting authority's representative shall be deemed to be delivery to the contracting authority.

In Hranice, on 26 January 2026

