

## **PROCUREMENT DOCUMENTS**

**for the tender procedure titled**

### **DEVICE FOR TRACKING DRIVER'S BEHAVIOUR, CAR AND SURROUNDINGS**



EUROPEAN UNION  
European Structural and Investing Funds  
Operational Programme Research,  
Development and Education



**I. IDENTIFICATION DETAILS OF THE CONTRACTING ENTITY**

Name	Brno University of Technology, Institute of Forensic Engineering
Seat	Purkyňova 464/118, 612 00 Brno
Id. No. / Tax Id. No.	00216305 / CZ00216305
Represented by	Assoc. Prof. Aleš Vémola, Ph.D., director
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www.	<a href="http://vutbr.cz">vutbr.cz</a>

**II. BASIC INFORMATION ON THE TENDER PROCEDURE**

Name	Device for tracking driver's behaviour, car and surroundings
Type of contract	Tender invitation to the simplified under-threshold proceedings
Regime of the public contract	Supplies
The address of the profile of the contracting entity	Under-threshold proceedings
Direct link on the Tender documentation	<a href="https://www.tenderarena.cz/profil/zakazka/detail.jsf?id=186236">https://www.tenderarena.cz/profil/zakazka/detail.jsf?id=186236</a>
Contract ID on the profile	1630

**III. PREAMBLE**

- 1) The public contract is being awarded in the regime of Act No. 134/2016, Coll., on public procurement, (*hereinafter the "Public Procurement Act"*).
- 2) Grant for the performance of a public contract:  
☒ The contracting entity is the recipient of a grant for the performance of a public contract; name of the programme: **Operační program Výzkum, vývoj a vzdělávání s názvem Rozvoj studijního prostředí na VUT (ROSTU na VUT) reg. číslo CZ.02.2.67/0.0/0.0/17\_044/0008532.**
- 3) The public contract is being awarded in an electronic form via the eGORDION v. 3.3 – Tender Arena (*hereinafter the "Tender Arena"*) available at: [www.tenderarena.cz](http://www.tenderarena.cz), containing detailed instructions for use (see the link "*Help*" located in the footer at the above website) and contact details for user support.
- 4) **Tender form**
  - a) Via Annex B to the procurement documents, the contracting entity provides to the contractors a template tender form containing pre-filled contracting entity's requirements which are prerequisite for the contractor's participation in the tender procedure.
  - b) Fulfilment of all the contracting entity's requirements, i.e. requirements for the subject of the public contract, requirements on qualifications or presentation of the data decisive for evaluation shall be proved by the contractors by submitting a tender form including relevant annexes or other equivalent documents.

#### IV. SUBJECT OF THE PUBLIC CONTRACT – CONDITIONS FOR PERFORMANCE

- 1) **The subject of the public contract** is the delivery of a comprehensive measuring device (solution) enabling the measurement and evaluation of data in real road traffic. The device must be able to measure the physiological data of the driver, vehicle data, and also record the vehicle's interior and exterior situation and vehicle position by GPS. All data will be recorded synchronously on one recording device. Also included is software for uniform evaluation of selected data.

The subject of the public contract is defined in detail by technical, business and other contractual terms and conditions included in Annex A to the procurement documents.

- 2) **Expected value** of the public contract equals 2 230 000 CZK excluding value-added tax (*hereinafter the "VAT"*). Maximum acceptable tender bid price is je 2 280 000 CZK excluding VAT and after its exceedance will be tender bid of the participant (tenderer) excluded out of the other tender participation.
- 3) Classification of the public tender through the Common Procurement Vocabulary (*hereinafter „CPV“*):

Type of performance	CPV code
Simulators	34150000-3
Driving Simulators	34151000-0
Research, testing and scientific technical simulators	38970000-5

#### V. EVALUATION OF TENDER

The tender bids shall be evaluated according to their economic advantageousness based on the **Lowest bid price in CZK without VAT.**

#### VI. FURTHER REQUIREMENTS AND RECOMMENDATIONS RELATED TO THE PREPARATION OF TENDERS

- 1) The tender must be prepared to its full extent in the Czech or Slovak languages.
- 2) In case of any discrepancies between information given in the documents:
  - a) the submission of which is expressly required by the contracting entity in the procurement documents and information given in other documents submitted by the participant in its tender, the information given in the documents required by the contracting entity will apply;
  - b) the submission of which is not required by the contracting entity in the procurement documents and information given in the procurement documents, the contractual terms will take precedence.
  - c) the possibility to proceed according to § 46 Public Procurement Act is not affected by that.
- 3) The contracting entity is not obliged to take into account any documents and information provided by the tenderer beyond the scope of its obligations laid down in the procurement documents.
- 4) Tenders can be processed (submitted) **neither in electronic, nor in paper form.**
- 5) Each contractor may submit one tender only. The tenderer may not simultaneously be the person through which another tenderer in the same tender procedure proves its qualification.

## VII. MANNER OF SUBMISSION OF TENDERS

- 1) It is necessary to submit the tenders by **30. 5. 2018 to 10:00 a.m.** at the latest, either as electronical tender or a printed hard copy.
- 2) **Electronical tender** shall be submitted through the Tender Arena at the address of the contracting entity's profile and in the section of the relevant tender procedure.
- 3) **Tenders in the paper form (hard copy)**
  - a) shall be submitted to the Brno University of Technology, Headquarters, Antonínská 1, 601 90 Brno;
  - b) must be delivered in a properly sealed envelope marked with the name of the public contract:  
**„DO NOT OPEN – TENDER PROCEDURE“**  
**Device for tracking driver's behaviour, car and surroundings**
  - c) The contracting entity recommends submitting also one copy stored on an electronic data carrier (CD or DVD with files in the PDF format) in addition to a hard copy.
- 4) Opening tenders in hard copy shall take place **immediately after the tender deadline** in room no. 3.53, building of the Headquarters of the Brno University of Technology Antonínská 1, 601 90 Brno;.

## VIII. OTHER CONDITIONS

- 1) The tenderers are not entitled to compensation for the costs of their participation in the tender procedure.
- 2) In case of lack of clarity of the procurement documents, the contractors are entitled to request that the contracting entity clarify the procurement documents. The contractors are obliged to submit the requests for clarification of the procurement documents in the best way through the Tender Arena or through email to contact person [vykliky@ro.vutbr.cz](mailto:vykliky@ro.vutbr.cz) in copy to [zakazky@vutbr.cz](mailto:zakazky@vutbr.cz).
- 3) In the case of the assessment of an extremely low tender price, the contracting authority will proceed similarly according to § 113 of the Public Procurement Act.
- 4) **Electronic tender tool “Tender Arena”**
  - a) All tasks within the framework of the tender procedure shall be made electronically via the Tender Arena unless the contracting entity stipulates otherwise in the procurement documents or during the tender period. The contracting entity informs the contractors that, **in order to take full advantage of all the options of the electronic tool, a “registration of a contractor” must be performed and finished**. The registration process takes up to 48 hours following the submission of all required documents and is free of charge.
  - b) Detailed information on the registration can be found at: [www.tenderarena.cz](http://www.tenderarena.cz) including also a detailed user manual of the Tender Arena (see the “Help” section) and contact details for user support.
  - c) All documents sent via the electronic tool shall be considered duly delivered as of the date of their delivery to the user account of the addressee of the document in the electronic tool. Delivery status of the document shall not be affected by whether it has been read by its addressee or whether the electronic tool has sent a notification to the addressee's contact e-mail address that a new message had been delivered to the addressee's electronic tool user account.

- d) The contracting entity is not liable for the condition of its technical equipment. The contracting entity recommends that the tenderers perform any actions in the Tender Arena using technical equipment which meets the minimum technical requirements for the use of the Tender Arena, specified in the Tender Arena user manual at the following address: [www.tenderarena.cz](http://www.tenderarena.cz) (see the "Help" section).
- 5) The annexes bellow are the integral part of this tender documentation :
- **Annex A – Purchase contract and General purchase terms and conditions of the BUT**
  - **Annex B – Tender Form**
  - **Annex C – Technical specification of the device**

In Brno

Assoc. Prof. Aleš Vémola, Ph.D.,  
director