

Supplier reference:

Date:

CMI Reference.:

Handled by: Staňková Miroslava, Ing.

Phone.: 730 166 322

E-MAIL: mstankova@cmi.cz

Date: 28. 1. 2020

## Call for tenders

Czech Metrology Institute, Okružní 31, 638 00 Brno (hereinafter CMI), as the contracting authority of small scale tender turns to you according to § 27 of Law no.134/2016 Coll., with an invitation to submit an offer for **Air Bearing** for conversion of torque standard machine EZMS 1kNm under the following conditions:

### a) Object of the contract:

Delivery of Air Bearing for conversion of torque standard machine EZMS 1kNm

#### Technical parameters:

max. pressure bar 7  
max. friction after 4 h driving 20  $\mu\text{N}\cdot\text{m}$   
min. Radial load capacity 3000 N  
Axial load capacity min 2000 N  
Bending moment capacity min 80  $\text{N}\cdot\text{m}$   
Max run out 5  $\mu\text{m}$   
shaft diameter min 50 mm  
volumina by max. load approx. Max 130  $\text{Nl}/\text{min}$

### b) Place and delivery date:

Place: Czech Metrology Institute, LPM Praha, V Botanice 4, 150 72 Praha, Czech Republic

Delivery date: 4 months from signing the contract.

### c) Price:

Total price in CZK or EUR excluding VAT is a criterion for the selection process. This means that it will be proposed by a candidate. The total price must include the full cost of vendor associated with the execution of the contract (DDP Praha Incoterms 2010), i.e. the total cost of air bearing delivery, shipping, packing, insurance. The breakdown of the price of the applicant shall state the price of each item of supply, if software is part of delivery, it must be stated as separated item.

### d) Payment terms:

The supplier is entitled to invoice:

- Either 100% of the price of the order after delivery of the goods and signing the handover certificate by an authorized CMI employee, or
- Make partial payments as required by the supplier, it is also possible to inspect the suppliers site, how to set it up and how it works (final inspection house)

Purchaser requires that the invoice due date is 30 days from the date of receipt of the invoice to the client.

**e) Warranty:**

The contracting authority requires a 12 months warranty on the whole supply.

The applicant in the draft contract will provide the contact details of the warranty and post-warranty service.

**f) Sanctions:**

If the contractor fails to comply with the delivery date specified in the contract, the contracting authority was entitled to charge a contractual penalty of 0.05% of the contract price for each day of delay. If the contractor is in delay with the delivery of the subject of more than two months, the contracting authority is entitled to rescind the contract.

If the contracting authority fails to pay the invoice by the due date, the contractor is entitled to charge interest on late payment of 0.05% of the outstanding amount for each day of delay.

**g) The requirements for the content and structure:**

Supplier's offer must contain:

Draft contract in Czech or English language signed by authorized contractor, which will take into account all the conditions set out in paragraphs a) through f) of this call. The Contractor shall include the total price in CZK or EUR excluding VAT, itemized budget of the contract (price of individual parts of the contract). – see Annex 1.

The draft contract must include an annex (price offer) detailing the goods supplied in terms of technical parameters so that compliance with the parameters referred to in point (a) can be checked.

**h) Evaluation criteria:**

The only evaluation criterion will be the total contract price in CZK or EUR excluding VAT. Offer with the lowest price offer will be most advantageous.

Exchange rate for the eventual conversion will be the date 12<sup>th</sup> February 2020.

**i) The Contracting Authority reserves the right:**

- to clarify or supplement this call
- to reject all bids if none of the bids will not be acceptable to him
- discard an offer of a candidate who failed to comply with any of the requirements of the contracting authority indicated in the invitation or who offered false information
- to negotiate a final contract

**Form and form of the offer:**

Tenders require submission in writing in electronic form.

The offer will be in \* .doc, \* .docx, \* .rtf, \* .xls, \* .xlsx or \* .pdf format (preferably in a text layer version supporting full-text search).

The offer must be written in Czech, Slovak or English.

**Method of bid submission and deadline for bid submission**

The bid can only be submitted using a certified electronic public procurement tool available at <https://nen.nipez.cz> , after logging into this tool, selecting this public procurement through the

Procurement / Public Procurement menu and then selecting (using the button) Make an offer, which you can find under the menu item "Supplier actions".

More detailed conditions and information regarding electronic submission of offers, including contact to user support of the electronic tool operator, are available at the link above.

On February 12, 2020 it is possible to submit a bid until 12:00 am. The moment of receipt of the data message to the electronic address of the recipient of the data message in the electronic tool is decisive.

In accordance with Section 47 (4) of the Act, participation in the tender procedure expires upon the expiry of the deadline for submitting bids to tenderers who have not submitted a bid.

Best regards,



Ing. Miroslava Staňková  
Procurement Officer

Annex 1\_Contract. The supplier will fill in the green boxes in the contract.

