# Competition Conditions

The Moravian Museum announces a design competition: Exhibition of the Museum of Totalitarianism and issues these Competition Conditions

©MOBA studio s.r.o.

All rights reserved. Any republication, reprinting or distribution of any material or part of material of a textual or pictorial nature published in this document and its appendices is prohibited without prior permission. It does not apply to the sponsor of this competition.

Exhibition of the Museum of Totalitarianism Competition conditions

#### Abstract

Contracting authority	Moravian Museum
Competition type	Design competition
Submission deadline	12. 9. 2025, 14:00
Prizes total	CZK 6400,000
Electronic tool mandatory to use	NEN
Conditions of participation	
Professional qualification	not required

#### "Exhibition of the Museum of Totalitarianism" is an

open one-phase interior design competition followed by commission, which is announced and will be conducted <u>in accordance with Czech law</u>, in particular:

- Act No. 134/2016 Coll., on Public Procurement, as amended (hereinafter referred to as the "Act");
- Competition Rules of the Czech Chamber of Architects dated 24 April 1993, as amended;
- Act No. 283/2021 Coll., Building Act, as amended;
- Act No. 360/1992 Coll., on the Practice of the Profession of Authorized Architects and on the Practice of the Profession of Authorized Engineers and Technicians Active in Construction, as amended (hereinafter referred to as the "Act on the Practice of the Profession");
- Act No. 121/2000 Coll., Copyright Act, as amended;
- -Relevant provisions of Act No. 89/2012 Coll., Civil Code, as amended.

#### **Approval of Competition Conditions**

#### <u>Jury approval</u>

The competition conditions were discussed by the jury at the constitutive meeting held on 26.5.2025. The conditions were subsequently approved by the jury via per rollam voting initiated on 2.7.2025.

#### Czech Chamber of Architects approval

The Czech Chamber of Architects issued a validation clause confirming the regularity of the competition conditions on 10. 7. 2025, by letter ref. no. 473-2025/DM/KS.

#### Contracting authority approval

The competition conditions were approved by the contracting authority at the municipal council meeting on 11. 7. 2025.

#### 1. Identification data

#### 1.1. Contracting authority

Name ID Address Represented by

#### 1.2. Public contract

Name Type and mode Contracting authority's profile

### Moravian Muesum

00094862 Zelný trh 6, 659 37 Brno Mgr. Jiří Mitáček, Ph.D., CEO

#### Exhibition of the Museum of Totalitarianism

small-scale public contract for services

https://nen.nipez.cz/profil/mzmnen

#### 1.3. Administrator

Name ID Address Represented by Data box ID Elaborators of the competition conditions and competition brief

#### **Moba studio s.r.o.** 61459712

Turkmenská 1420/2, 101 00 Praha 10 Igor Kovačević, CEO mb5cici Kamila Dršata Karin Grohmannová Katka Juříčková Šrámková Igor Kovačević Yvette Vašourková

#### 2. Jury

#### 2.1. Jury – dependent part

<u>Jiří Mitáček</u> – CEO of the Moravian Museum <u>Ivo Popelka</u> – director of the Brno Regional Office, Office for Government Representation in Property Affairs <u>Marek Junek</u> – director of the Historical Museum, alternate <u>Pavel Portl</u> – curator of the Slovácko Museum, alternate

#### 2.2. Jury – indenpendent part

<u>Pavla Doležalová</u> – architect <u>Helena Huber-Doudová</u> – curator of the architecture collection at the National Gallery in Prague <u>Radek Kolařík</u> – architect <u>Petr Škobrtal</u> – graphic designer, alternate <u>Viktor Žák</u> – architect, alternate

#### 2.3. Auxiliary bodies of the jury

<u>Competition secretary</u> Igor Kovačević, MOBA studio s.r.o. *ask@cceamoba.cz* <u>Proposal reviewer</u> Karin Grohmannová, MOBA studio s.r.o.

#### 2.4. Invited experts

During the course of the competition, the jury may request the contracting authority to engage experts.

#### 3. Prizes

#### 3.1. Total

The total amount for prizes is set at CZK 400,000

#### 3.2. Prizes

<u>First prize</u> The first prize is set at CZK 250,000. <u>Second prize</u> The second prize is set at CZK 100,000. <u>Third prize</u> The third prize is set at CZK 50.000.

#### 3.3. Redistribution or non-award of prizes

Under the conditions set forth in Section 12, § 2 of the competition rules of the Czech Chamber of Architects (CCA), the jury may, in exceptional cases, decide on the redistribution or non-award of certain prizes.

#### 3.4. Reimbursement of costs

Participants are not entitled to reimbursement of costs related to their participation in the competition, except for the prizes described above.

#### 4. Design competition

#### 4.1. Туре

4.1.1. <u>By subject</u>
The competition is announced as an interior design competition.
4.1.2. <u>By range of participants</u>
The competition is announced as open.
4.1.3. <u>By number of phases announced</u>
The competition is announced as a one-phase competition.
4.1.4. <u>By intention</u>
The competition will be followed by a commission.

#### 4.2. The competition will be anonymous.

#### 4.3. Competition language

The competition will be announced and conducted in Czech and English. All parts of the competition proposal must therefore be prepared in Czech or English; Slovak language is also accepted.

The competition conditions and competition brief are issued by the contracting authority in both Czech and English. In the event of any discrepancies, the Czech version shall prevail.

#### 5. Competition brief

#### 5.1. Subject of the competition

The subject of the competition is to find the best design solution for the exhibition of the Museum of Totalitarianism in the former prison in Uherské Hradiště. The requirements for the competition design are defined in Annex P.01 Competition Brief, and are set as recommended.

The competition brief is in line with the principles of responsible public procurement: minimising participation requirements to enable the involvement of small and medium-sized enterprises (principle of socially responsible procurement), promoting environmentally friendly solutions (principle of environmentally responsible procurement), and encouraging innovation through the use of recommended – not mandatory – design requirements (principle of innovation).

#### 5.2. Purpose and aim of the competition

The purpose of the competition is to select and award the most suitable design – a solution to the subject of the competition – that meets the requirements of the contracting authority as set out in these Competition Conditions and the Competition Documents.

The purpose of the competition is also to identify, through the awarding of prizes, the participants with whom the contracting authority will negotiate the follow-up contract, as described in these conditions. The aim of the competition is to find a partner with whom the contracting authority can develop a high-quality project, from the design development phase through to its successful implementation.

#### 5.3. Place of performance

The place of performance of the public contract is the registered office of the contracting authority and the location of the construction site.

#### 5.4. Duration of performance

The expected duration of the follow-up public contract is 1 year.

#### 5.5. Estimated investment costs

The estimated investment costs for the implementation are 20 million CZK excluding VAT. The competition will verify the amount of the investment costs and may update it if necessary.

#### 6. Terms of participation

#### 6.1. Participant

A competition participant may be either a natural or legal person, or a consortium thereof. The participant(s) shall be identified in the competition by completing Annex PP.01 Identification Data. The participant(s), as defined in this way, shall be considered the official entity for all further proceedings, including any potential contract award and signing related to the subsequent commission.

#### 6.2. Conditions for participation and proof thereof

6.2.1. Conditions set out by the CCA's Competition Rules
Each participant must meet the conditions set forth in § 3(2) of the Competition
Rules of the Czech Chamber of Architects (detailed in Annex PP.02).
6.2.2. Basic eligibility

Each participant must meet the basic eligibility requirements in accordance with § 74 of the Act. The participant shall demonstrate basic eligibility under § 86(2) of the Act by completing Annex PP.02 Sworn statement (as detailed therein).

#### 6.3. Proof of compliance by multiple natural persons in a consortium

Where the participant is composed of multiple natural persons, each must individually meet the requirements of the CCA Competition Rules pursuant to section 6.2.1 and the basic eligibility requirements pursuant to section 6.2.2.

#### 6.4. Proof of compliance by multiple legal entities in a consortium

Where the participant is composed of multiple legal entities, each must individually fulfil the conditions of the CCA Competition Rules pursuant to section 6.2.1 and basic eligibility requirements pursuant to section 6.2.2 of these competition conditions.

#### 6.5. Proof of compliance by foreign participants

Foreign participants must demonstrate compliance with the participation requirements in accordance with the legal framework of their home country.

#### 6.6. Entry in the list of qualified contractors

If the participant submits an extract from the List of Qualified Contractor pursuant to § 228 of the Act, this document shall substitute proof of:

a) basic eligibility under § 74 of the Act;

The extract must not be older than 3 months as of the date on which eligibility or qualification is to be proven.

#### 6.7. Certificate of a certified contractor

If the participant submits a certificate issued under the system of certified contractors pursuant to § 233 et seq. of the Public Procurement Act, this certificate may serve as proof of qualification to the extent specified therein. The maximum validity of such a certificate is one year from its date of issuance.

#### 6.8. Consequences of failure to meet the conditions for participation

Should a participant fail to submit the required documents proving fulfilment of the conditions outlined in section 6.2, the contracting authority reserves the right to request clarification or submission of the documents through the electronic tool. If the participant does not provide the required documents within the specified time limit, they shall be excluded from the competition.

#### 7. Competition documents

#### 7.1. Availability

The competition conditions and their annexes (competition documents) are published on the contracting authority's profile from the date of the competition announcement.

Contact person for the competition

The contact person for competition participants is the competition administrator or the competition secretary: Igor Kovačević, *ask@cceamoba.cz* <u>Registration in the electronic tool</u>

Although the competition conditions and documents are freely accessible in the electronic tool, registration in the electronic tool is required to submit a proposal. This registration is free, but may require actions that could take several days. The contracting authority strongly recommends that participants register well in advance. An electronic encryption key, if required, will be generated and published on the contracting authority's profile along with the competition documentation.

#### 7.2. Q&A

A participant is entitled to request a written explanation of the competition conditions from the contracting authority – a question. The answer will be published with the question text, excluding the identity of the inquirer, on the contracting authority's profile. The contracting authority may provide an explanation without a prior request.

7.2.1. Submitting questions via the electronic tool

Participants may submit questions in writing through the electronic tool. **7.2.2.** Submitting questions via Email

Participants may alternatively submit questions in writing to the administrator's email address (*ask@cceamoba.cz*) with the subject "EMT–QUESTION". **7.2.3.** Deadline for submitting questions

In accordance with § 144(2) of the Act, the contracting authority will publish the explanation of the competition conditions on the contracting authority's profile at least 14 calendar days before the deadline for submission of proposals.

Therefore, questions may be submitted no later than three business days before the end of the 14-day period prior to the submission deadline for proposals.

#### 7.3. Competition documents

7.3.1. Documents for elaborating the competition proposal

- P.01. Competition brief (pdf)
- P.02. Reconstruction Study of the Former Prison in Uherské Hradiště (dwg, pdf)
- P.03. Exhibition Narrative "Libreto" (pdf)
- P.04. Basic concept of the exhibition (pdf)
- P.05. Binding opinion of the Heritage Preservation Authority (pdf)
- P.06. Inventory of three-dimensional exhibits (pdf)
- P.07. Balance sheet for filling in basic cost indicators (xls)
- 7.3.2. Administrative documents
- PP.01 Identification Data template to fill in (pdf)
- PP.02 Sworn Statement template to fill in (pdf)
- PP.03 Non-binding draft of the follow-up contract (doc) only in Czech

PP.04 Non-binding price offer – template to fill in (xls) – will not be submitted to the jury.

#### 7.3.3. Use of the competition documents

Participants in the competition undertake to use the documents only for deciding on participation in the competition and for preparing the competition proposal.

#### 8. Schedule and process of the competition

#### 8.1. Competition launch

The competition begins on the day the announcement of the competition for the proposal is sent to the Public Procurement Bulletin. This marks the start of the period for submitting proposals.

#### 8.2. Publication of the competition - electronic tool

The competition will be published on the contracting authority's profile, through which all communication between participants and the contracting authority, including the submission of the electronic part of the proposal, will take place. Registration in the electronic tool is required for participation in the competition (see section 1.2)

#### 8.3. Site visit

A site visit of the competition will not be organized.

#### 8.4. Submission of the proposal

#### 8.4.1. Submission method

The proposal will be submitted both electronically and in physical (printed) form. See the table on the last page of these competition conditions for further details. The physical submission has to be delivered to the address of the competition administrator:

Address:	MOBA studio s.r.o., U Půjčovny 953/4, 110 00 Praha 1
Phone:	+420 222 222 521
Office hours:	Monday to Friday 10:00 – 17:00,
	on the final submission day 10:00 – 14:00

All components of the printed submission will be enclosed in one package labelled "EXHIBITION OF THE MUSEUM OF TOTALITARIANISM".

The electronic submission of the proposal will be made exclusively through the designated electronic tool of the contracting authority.

#### 8.4.2. Submission deadline

The deadline for the submission of proposals is 12. 9. 2025, 14:00. This deadline applies to both the electronic and physical submission.

#### 8.4.3. Late submission

If a competition proposal is not delivered within the deadline set forth in these conditions, the contracting authority will not consider the submitter as a participant in accordance with the Act, and the proposal will not be evaluated. The unopened printed submission will remain archived by the contracting authority and may be returned upon request.

#### 8.5. Proposal review

A preliminary review of the proposals to verify compliance with the mandatory requirements specified in Article 13 of these competition conditions will be conducted by the proposal reviewer.

The reviewer will prepare a report on the preliminary review, which will be submitted to the jury. The secretary will ensure the anonymity of the participants by marking each proposal with a number, under which they will be known to the jury.

#### 8.6. Jury evaluation meeting

The jury will evaluate the proposals according to the quality criteria established in these conditions. The jury will award prizes in accordance with these competition conditions.

#### 8.10. Evaluation Report

The evaluation report shall include in particular the following:

- minutes of all jury meetings, including the results of all votes, taken by the secretary or another authorized member of the competition administration team; these minutes are verified by the signatures of all present voting jury members;
- decisions on the excluding proposals from consideration and a list of all proposals evaluated;
- -method and specification of how the evaluation criteria were applied;
- -assessment of all submitted proposals;
- -decisions on prize distribution, including justifications;
- written evaluation of each proposal in terms of fulfilment of the evaluation criteria as stated in Article 10.1 of the competition conditions;
- -attendance lists from all jury meetings;
- declarations by the jury members, secretary, examiner and experts that they are not biased and that they do not know the identity of the authors of the individual proposals.

The evaluation report is signed by all present jury members.

#### 9. End of the competition

#### 9.1. Decision and announcement of the competition results

9.1.1. Decision on the selection of the proposal

The contracting authority is bound by the jury's recommendation in accordance with Section 148(7) of the Act. The contracting authority will make its decision within 50 calendar days from the completion of the competition report as per Section 148(5). A reassessment may be ordered for reasons specified in Section 148(7).

#### 9.1.2. Notification of competition results

The contracting authority will notify all participants of the selected proposal via the electronic tool without delay (no later than 10 calendar days after the decision). The evaluation report will be attached.

#### 9.2. Access to competition proposals

Fifteen days from the publication of the result in the electronic tool, all submitted proposals will be made available online at the administrator's website *www.cceamoba.cz*.

#### 9.3 End of the competition

The competition officially ends when:

a) the deadline for submitting objections against the selection of the proposal pursuant to Sections 241 to 244 of the Act passes without any objections filed;
b) if objections are raised, the deadline for submitting a proposal for review of the contracting authority's actions to the Office for the Protection of Competition pursuant to Section 251(2) and (3) of the Act expires, provided that no such motion has been submitted;

**c)** if a review request is filed under Section 251, the final decision confirms the cancellation of the competition under Section 263;

d) a final decision to cancel the competition under Section 263 takes effect.

#### 9.4. Cancellation of the competition

The contracting authority has the right to cancel the competition. If so, they are obliged to compensate each participant who proves that their proposal was sufficiently developed before cancellation. Compensation will be a proportional share of the total prize pool (CZK 400,000), decided jointly by the contracting authority and the jury, with a maximum of CZK 50,000 per participant.

#### 9.5. Prize payment

Prizes will be paid within 50 calendar days after the competition ends, as per Section 149(3). In case of cancellation, compensation will be paid within 50 calendar days of the cancellation date.

#### 9.6. Proposal publication method

Proposals will be published online at *www.cceamoba.cz*. The contracting authority also intends to organize an exhibition of the competition proposals.

#### 10. Evaluation criteria

#### 10.1. Criteria

Proposals will be evaluated based on the following criteria (in no particular order of importance):

- Quality of the exhibition design user comfort and flexibility, functional and logical connections within the site and its surroundings;
- Technical standard of the proposal structural, technological, and material solutions;
- Economic efficiency investment and operational costs.

#### 10.2. Jury evaluation

The jury will assess the proposals according to the above criteria, drawing on the expertise and experience of its members. The evaluation reflects a professional but inherently subjective judgment. This approach is standard in design competitions, and by participating in the competition, participants agree to this evaluation method.

#### 11. Follow-up negotiation and contract

#### 11.1. Negotiations following the conclusion of the design competition

The contracting authority shall enter into negotiations regarding the follow-up contract with the participants awarded 1st, 2nd, and 3rd prize in the competition, to the extent described below. Participants will be invited to negotiate and submit an offer in the order of their ranking in the competition. If no agreement is reached with any of the invited participants, the negotiations will be terminated. **11.1.1.** Submission of an offer by the participant awarded 1st prize

The contracting authority will first invite the 1st prize winner to submit an offer. If a contract is concluded with this participant, the procedure ends.

**11.1.2.** <u>Submission of an offer by the participant awarded 2nd prize</u> If no agreement on contract conclusion is reached with the participant awarded 1st prize, the contracting authority will invite the participant awarded 2nd prize to submit an offer. If a contract is concluded with this participant, the procedure ends.

**11.1.3.** <u>Submission of an offer by the participant awarded 3rd prize</u> If no agreement is reached with the participant awarded 2nd prize, the contracting authority will invite the participant awarded 3rd prize to submit an offer. If a contract is concluded with this participant, the procedure ends.

#### 11.2. Conditions for concluding the follow-up contract

#### 11.2.1. Proof of eligibility

The participant who will be invited to conclude a contract based on the outcome of the negotiations shall submit to the contracting authority plain copies of documents proving their eligibility in accordance with § 122 (3) of the Act, as outlined in article 6 of these competition conditions.

If the selected participant is not a Czech citizen or does not have a registered office in the Czech Republic, they must demonstrate compliance with § 7 (1)(b) and § 30a of the Act on the performance of professional activities in construction. **11.2.2.** <u>The contract will be drawn up in Czech.</u>

#### 11.3. Scope of the follow-up contract

The contracting authority intends to award, based on the results of the competition, a contract for the development of the complete exhibition project, including the graphic design of the exhibition, in accordance with the standards of architectural services as defined by the Czech Chamber of Architects (CCA): https://www.cka.cz/sluzby/clenum/standardy-vykonu-a-dokumentace/standard-sluzeb-architekta-pozemni-stavby.pdf

The contract will include standard, above-standard, and procurement-related architectural services, engineering, cooperation with the contracting authority, assistance in resolving defects and outstanding works, and commissioning of the building. All necessary surveys and measurements, depending on the type and scope of the project, will also be arranged by the contractor.

The scope of additional services will be specified based on the design selected for implementation under the concluded contract.

The expected completion period — i.e., finalisation of the design documentation and obtaining a valid planning permit — is within 10 months from the start of the contract. The contracting authority anticipates launching the procurement for the exhibition delivery and any associated construction work in 2027.

Exhibition of the Museum of Totalitarianism Competition conditions

#### 11.4. Estimated value of the follow-up contract

The fee for the execution of the follow-up contract within the scope defined in these competition conditions, will be determined during negotiations based on the fees recommended by the CCA Fee Calculator, taking into account the nonbinding price offers submitted by the competition participants. The prize awarded in the competition will be deducted from FS 1 and FS 2,

specifically from the total price for the design services.

#### 12. Other provisions

#### 12.1. Copyright

**12.1.1.** <u>Protection of authors' rights between participant and contracting authority</u> Authors retain copyright to their competition proposals. After the competition ends, they may publish and reuse their designs freely.

12.1.2. Reproduction and exhibition of proposals

By submitting their proposals, participants agree to the free reproduction and exhibition of their designs for the purpose of promoting the competition and its results.

#### 12.1.3. Use of submitted proposals

By submitting a proposal, participants grant the contracting authority the right to use their work for the purposes of this competition. Any use of the proposals or their parts beyond the scope of these competition conditions is subject to the authors' explicit consent.

#### 12.2. Dispute resolution

#### 12.2.1. Objections

Participants may raise objections to the contracting authority's actions in accordance with Part Thirteen of the Act or the Rules for Architectural Competitions of the Czech Chamber of Architects (CCA).

#### 12.2.2. Review procedure

Requests for review of the contracting authority's actions must comply with §249 and following of the Act.

#### 12.3. Acceptance of competition conditions

## **12.3.1.** <u>Acceptance by contracting authority, competition administrator, jury, and experts</u>

By participating in the competition, the contracting authority, the competition secretary, the proposal reviewer, jury members, and invited experts confirm they are familiar with all competition conditions and agree to abide by them as a binding agreement.

#### 12.3.2. Acceptance by participants

By submitting a proposal, participants agree to all competition conditions.



#### 13. Competition proposal

#### 13.1. Requirements for the competition proposal

#### 13.1.1. Binding requirements

The following requirements are binding:

- <u>timely submission</u> of the competition proposal in accordance with the competition conditions;
- anonymity of the competition proposal as described below.

Failure to meet these requirements will result in disqualification from the evaluation by the jury and exclusion from the competition.

#### 13.1.2. Recommended Requirements

Requirements not mentioned in the previous point are considered as recommended, and failure to meet them will not result in the proposal being disqualified from evaluation or the participant being excluded from the competition. It is strongly recommended that the proposal be submitted in full, both in scope and content, as defined by the following sections of this chapter. Incomplete submissions will not result in disqualification, but they will significantly complicate the jury's ability to compare and evaluate the proposal, and therefore diminish the participant's chance of success in the competition

#### 13.2. Parts of the competition proposal

- -Main presentation Panel
- -Detailed description Booklet
- -PP.01 Identification data
- PP.02 Sworn statement
- -PP.04 Non-binding price offer

#### 13.3. Main presentation – Panel

#### 13.3.1. Layout

The presentation will be arranged on 2 panels in B1 portrait format. In the lower right corner of the panel, there will be a blank space of 3 x 3 cm, which the reviewer will use to number the proposal. At the bottom of the panel, the name of the competition will be displayed:

"EXHIBITION OF THE MUSEUM OF TOTALITARIANISM".

13.3.2. Form of submission

The panels will be submitted <u>both physically and electronically</u>. Physically, in paper form, printed and taped on a light board (foam board) for exhibition purposes. Electronically, via the electronic tool as JPG files with a resolution of at least 150 dpi. In case of any discrepancy between the physical and electronic versions, the physical version of the proposal will always prevail.

#### 13.3.3. Recommended content

#### <u>Panel 1</u>

- Exhibition floor plan at 1:50 scale
- Conceptual solution for visitor movement
- Conceptual design of the public space
- Conceptual solution for visitor operations
   Panel 2
- -Exhibition detail at 1:25 scale
- -Exhibition visualizations
- -Graphic design of the exhibition

Exhibition of the Museum of Totalitarianism Competition conditions

#### 13.4. Detailed description – Booklet

#### 13.4.1. Layout

The booklet will be arranged in A4 portrait format.

In the lower right corner of the cover page, there will be a blank space of  $3 \times 3$  cm, which the reviewer will use to number the proposal. The title page will include the name of the competition:

"EXHIBITION OF THE MUSEUM OF TOTALITARIANISM".

#### 13.4.2. Form of submission

The booklet of the competition proposal will be submitted both physically and electronically. In physical form, printed and bound in at least 1 copy, preferably in 2 copies. Electronically, via the electronic tool as a PDF file with a resolution of at least 150 dpi.

#### 13.4.3. Recommended content

- -cover page
- -project annotation (approx. 500 characters including spaces)
- -exhibition floor plan at 1:50 scale
- description of the overall concept including connections to the wider surroundings
- description of the basic principles of visitor circulation
- optional diagrams illustrating movement within the site
- -description of visitor operations arrival / info / signage / checkpoint
- -optional diagrams illustrating visitor operations
- site plan / floor plan / sections / sectional perspectives at 1:25 scale with basic dimensions
- -completed balance sheet (template)

The detailed description of the proposal is not limited to text form. It is recommended to supplement it with diagrams, sketches, and other explanatory outputs to help the participant best present the principles of their proposal to the jury.

#### 13.5. PP.01 Identification data

The filled-in PP.01 Identification Data document will be submitted both physically and electronically. In electronic form as a single PDF file. In physical form, it will be submitted in an envelope, along with the other parts of the physical submission, all in one package. This document will not be presented to the jury.

#### 13.6. PP.02 Sworn statement

The filled-in PP.02 Sworn statement document will be submitted electronically only, as a single PDF file. This document will not be presented to the jury. The PP.02 Sworn statement consists of :

 Statement of meeting basic eligibility requirements and compliance with CCA Competition Rules

#### 13.7. PP.04 Non-binding price offer

The completed PP.04 Non-binding price offer template will be submitted electronically only, as a single XLS file.

The non-binding price offer will have a guiding character for the contracting authority. This document will not be presented to the jury, but will serve as a benchmark for the subsequent negotiations regarding the follow-up contract.

#### 13.8. Binding conditions for the anonymity of the competition proposal

Proposals will be presented anonymously. No part of the competition proposal (except as expressly stated in these Competition Conditions) may contain the name, address or any other graphic mark of the participant that could lead to their identification and breach of anonymity. Proposals that breach anonymity will be excluded from the competition by the contracting authority.

#### Overview of all required parts of the competition proposal

		electronic	physical
2 Panels B1 format	Main presentation for both the jury and the public; communicates the core ideas of the concept and design as clearly as possible.	YES as JPG	YES
Booklet A4 format	Detailed description provides the jury with a deeper and more comprehensive understanding of the proposal, including diagrams, calculations, reasoning, and design explanations that do not fit on the panels.	YES as PDF	YES ideally 2 copies
PP.01 Identification data	Facilitates the pairing of physical and digital submissions and identifies the participant.	YES as PDF	YES
PP.02 Sworn statement	Serves to demonstrate the qualification of the participant	YES as PDF	NO
PP.04 Non-binding price offer	Non-binding and indicative pricing of the subsequent contract	YES as XLS	NO