

Competition Conditions

The Municipality of Valašské Meziříčí announces a design competition: Křižanova pila [Křižan's Sawmill] and issues these competition conditions.

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„Křižanova pila“ is an open two-phase architectural design competition followed by a commission, which is announced and will be conducted in accordance with Czech law, in particular:

- Act on Public Procurement: no. 134/2016 Coll., on Public Procurement, as amended, hereinafter referred to as the "Act";
- Competition Rules of the Czech Chamber of Architects of 24 April 1993, as amended;
- Building Act: no. 283/2021 Coll. Building Act;
- Act on the Practice of the Profession: no. 360/1992 Coll., on the Practice of the Profession of Authorised Architects and on the Practice of the Profession of Authorised Engineers and Technicians Active in Construction, as amended, hereinafter referred to as the "Act on the Practice of the Profession";
- Copyright Act: no. 121/200 Coll., on copyright, on rights related to copyright and on amendments to certain acts (Copyright Act), as amended;
- Relevant provisions of the Civil Code: no. 89/2012 Coll., Civil Code, as amended.

Abstract of the competition conditions

Contracting authority	Valašské Meziříčí
Competition type	Design competition
Submission deadline 1st phase	17. 4. 2025
Submission deadline 2nd phase	11. 7. 2025
Prizes and sketch fees total	2.650.000,- CZK
Electronic tool mandatory to use	https://nen.nipez.cz/
Conditions of participation	
Professional competence	license for design activity in construction, authorization of Czech Chamber of Architects A1, A0 (or equivalent foreign)

Competition conditions approval

Jury approval

The competition conditions were discussed by the jury at the constitutive meeting on 6. 2. 2025. The competition conditions were agreed by the jury by per rollam vote announced on 12. 2. 2025.

ČKA approval

The Czech Chamber of Architects issued a regularity clause to the competition conditions on 20. 2. 2025 by letter no. 175-2025/DM/KS.

Contracting authority approval

The competition conditions were approved by the contracting authority at the council meeting on 18. 2. 2025 by resolution no. R59/03.

1. Identification data

1.1. Contracting authority

Name	The Municipality of Valašské Meziříčí
IN	00304387
Address	Náměstí 7/5, 757 01 Valašské Meziříčí
Represented by	Robert Stržínek, Mayor
Data box ID	9c4bard

1.2. Public contract

Name	Křižanova pila
Type and mode	Over-the-limit public contract for services
Contracting authority's profile	https://nen.nipez.cz/profil/valmez

1.3. Administrator

Name	Moba studio s.r.o.
IN	61459712
Address	Turkmenská 1420/2, 101 00 Praha 10
Represented by	Igor Kovačević, managing director
Data box ID	mb5cici
People who worked on elaborating of competition conditions and brief	Igor Kovačević Yvette Vašourková Kateřina Juříčková Šrámková Kamila Dršata Karin Grohmannová

2. Jury

2.1. Jury – dependent part

Yvona Wojaczková – vice-mayor, vice-chair
Alena Carbolová – assembly member
Ondřej Chybík – chief town architect
Robert Stržínek – mayor, alternate
Václav Chajdrna – assembly member, alternate
Vojtěch Uhřík – assembly member, alternate

2.2. Jury – independent part

Ján Studený – chair
Pavla Matějka Enochová
Martin Sedmák
Luděk Šimoník
Lukáš Tittl – alternate
Zdenka Hoffmeisterová - alternate

2.3. Auxiliary Bodies of the Jury
Competition secretary
Igor Kovačević, MOBA studio s.r.o.
ask@cceamoba.cz

Proposal examiner
Karin Grohmannová, MOBA studio s.r.o.

2.4. Invited experts

During the competition, the jury may ask the contracting authority to invite experts.

3. Prizes and sketch fees

3.1. Total amount

The total amount for prizes and sketch fees is set at 2.650.000,- CZK.

3.2. Prizes

First prize

The first prize is set at 1.000.000,- CZK.

Second prize

The second prize is set at 700.000,- CZK.

Third prize

The third prize is set at 500.000,- CZK.

3.3. Sketch fees

An amount of CZK 450.000 will be distributed among the other participants of the second phase of the competition whose design proposals do not receive any prizes. The maximum sketch fee for each participant is set at CZK 225.000. The contracting authority will not award any special prizes.

3.4. Other allocation or non-awarding of prizes

Under the conditions set out in Section 12, paragraph 2 of the ČKA Competition Rules, the jury may, in exceptional cases, decide to reallocate or not award certain prizes.

4. Design competition

4.1. Type

4.1.1. By subject

The competition is announced as architectural.

4.1.2. By range of participants

The competition is announced as open.

4.1.3. By number of phases announced

The competition is announced as a two-phase competition.

4.1.4. By intention

The competition will be followed by a commission.

4.2. The competition will be anonymous.

4.3. Competition language

The competition is announced and will be held in Czech and English. All parts of the competition proposal must therefore be written in Czech or English, Slovak language is also accepted.

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

5. Competition brief

5.1. Subject of the Competition

The subject of the competition is the design of the bus terminal, the municipal office and the parking house. The competition also includes the design of the public space and the conceptual design of two apartment buildings.

The requirements for addressing the subject of the competition are defined in Annex P.01 Competition Brief and are set out as recommended.

The competition brief is in accordance with the principles of responsible public procurement: (1) the principle of socially responsible procurement, which limits participation conditions to the necessary minimum, thereby enabling the involvement of small and medium-sized enterprises; (2) the principle of environmentally responsible procurement, which supports eco-friendly solutions; (3) the principle of innovation, where the requirements specified in Annex P.01 Competition Brief are recommended, thus encouraging an innovative approach and solutions to the subject of the competition.

5.2. Purpose and Aim of the Competition

The aim of the competition is, through the awarding of prizes, to identify participants with whom the contracting authority will negotiate in a procedure without publication in accordance with § 143, paragraph 2, and § 65 of the Act (hereinafter referred to as "NPWP") regarding the assignment of subsequent contracts as described in these conditions.

The aim of the competition is to find a partner with whom the contracting authority can develop a quality project—from refining the design to its successful implementation.

5.3. Place of Performance

The place of performance of the public contract is the Czech Republic, in particular the cadastral territory of the town of Valašské Meziříčí, on parcels No. 251/2, 251/10, 1479, 1790/1, 1007/37 and 1007/48 and on part of parcels 1014/3, 251/17, 283/32, 1007/63 and 1007/69 in the cadastral territory of Krásno nad Bečvou.

5.4. Duration of Performance

The estimated duration of the public contract is 5 years.

5.5. Estimated Investment Costs

The estimated investment costs for the implementation are 730 mil. CZK w/o VAT. The competition will verify the estimated costs and will serve as an indicator for any potential updates.

6. Terms of participation

6.1. Participant

A participant in the competition may be either a natural or legal person, or their companies. As the participant is defined within the competition, they will be further addressed in the NPWP and will also be represented during the potential signing of the contract for the subsequent project.

The composition of the team may be included in document PP. 01, which will be used when announcing the results of the competition.

6.2. Terms for participation in the competition and proof of compliance

6.2.1. Competition Rules of the Czech Chamber of Architects

Each participant must meet the conditions established in § 3, paragraph 2 of the ČKA Competition Rules (detailed in annex PP. 02).

6.2.2. Basic eligibility

Each participant must fulfil the basic eligibility requirements analogously to § 74 of the Act; the participant shall demonstrate basic eligibility through a sworn statement analogously to § 86, paragraph 2 (detailed in annex PP. 02).

6.2.3. Professional competence

a) Participants in the competition must be registered in the Commercial Register or other similar register in accordance with § 77 paragraph 1 of the Act, if another legal regulation requires registration in such records (this does not apply to natural persons, and legal persons based in a country where such registration is not required).

b) Participants in the competition must have business authorisation corresponding to the subject of the competition, at least for project activities in construction, analogously to § 77, paragraph 2(a) of the Act (this does not apply to individuals practising architecture as a liberal profession or to individuals based in a country where such authorisation is not legally required).

c) Participants in the competition must have, analogously to § 77, paragraph 2(c) of the Act, a person who is a licensed architect under the Law on the Performance of Professions (ČKA A1 or A0), or who is a licensed architect according to the law of the country of which they are a citizen.

The participant shall demonstrate professional competence analogously to § 86, paragraph 2 of the Act through a sworn declaration (detailed in annex PP. 02).

6.3. Proof of compliance in special cases

6.3.1. Proof of compliance with the terms for participation for multiple natural persons

If multiple natural persons submit a competition proposal together as participants, each of these persons must independently meet the conditions set forth in the ČKA Competition Rules according to paragraph 6.2.1 of these competition conditions and demonstrate basic eligibility according to paragraph 6.2.2 of these competition conditions. The conditions for professional competence according to paragraph 6.2.3 of these competition conditions must be proven collectively by these natural persons, meaning that at least one of them must meet these requirements.

6.3.2. Proof of Compliance with Terms for Participation for Multiple Legal Entities

If multiple legal entities submit a competition proposal together as participants, each of these entities must independently meet the conditions set forth in the ČKA Competition Rules according to paragraph 6.2.1 of these competition conditions, demonstrate basic eligibility according to paragraph 6.2.2 of these competition conditions, and fulfill the professional competence requirement

according to paragraph 6.2.3(a) of these competition conditions. The professional competence conditions according to paragraphs 6.2.3(b) and (c) of these competition conditions must be proven collectively by these legal entities, meaning that at least one of them must meet these requirements.

6.3.3. Proof of Professional Competence through another person

The participant is entitled to prove the fulfilment of professional competence according to paragraph 6.2.3 of these competition conditions through another person. However, this person must be the author or co-author of the proposal.

6.3.4. Proof of Compliance with Terms for Participation by a foreign participant

A foreign tenderer shall prove compliance with the terms of participation in the competition to the extent required by the law of the country of which they are nationals or in which they are established.

6.4. Consequences of not meeting the terms of participation in the competition

If a participant fails to provide the required documents proving compliance with the terms of participation in the competition pursuant to paragraph 6.2 of these Competition Conditions, the Contracting Authority reserves the right to call upon such participant via an electronic tool to explain or supply the required documents. In the event that the participant fails to provide the requested documents by the deadline for completion or clarification, the contracting authority will exclude the participant from the competition.

7. Competition documents

7.1. Availability

The competition conditions and their annexes (competition documents) are published in the electronic tool from the date of publication of the competition.

7.2. Documents

7.2.1. For elaborating the competition proposal

- P.01 Competition Brief (pdf)
- P.02 Maps (dwg)
- P.03 3D model (3dm, dwg, skp)
- P.04 Geodetic survey (dwg)
- P.05 Photos (jpg)
- P.06 Ortho Photomap (jpg)
- P.07 Related surveys and studies (pdf)
- P.08 Data for production of the insertion model (dwg)
- P.09 Balance sheets to fill in the basic construction indicators (xls)

7.2.2. For administration purposes

- PP.01 Identification data – template (pdf)
- PP.02 Sworn statement – template (doc)
- PP.03 Non-binding draft of the contract – (doc)
- PP.04 Non-binding price offer – template (xls) –
the jury will not see it, new price offer will be submitted in NPWP

7.2.3. Documents use

The participants of the competition undertake to use the documents only for the purpose of deciding whether to participate in the competition and for the preparation of the competition proposal.

7.3. Questions

7.3.1. Asking questions via electronic tool

Participants may submit questions in writing via the electronic tool.

7.3.2. Asking questions via e-mail

Alternatively, participants can submit questions in writing to the e-mail address of the competition secretary (ask@cceamoba.cz) with the subject „KPV – QUESTION“.

7.3.3. Deadline for questions

Pursuant to Section 144(2) of the Act, the contracting authority shall publish an explanation of the tender conditions on the contracting authority's profile at least 14 calendar days before the deadline for submission of proposals. Questions may therefore be submitted at the latest three working days before the end of the 14-day period before the deadline for submission of proposals.

7.3.4. Answers

The answer will be published with the text of the question without identifying the questioner on the profile of the contracting authority.

The contracting authority may also provide an explanation, amendment or supplement to the competition conditions without a prior request from the participant.

8. Schedule and course of the competition

8.1. Launch

The competition was launched on the date of sending the Notice of Opening of the Design Competition to the Public Procurement Bulletin. The deadline for submission of the proposal starts on that date.

8.2. Electronic tool

The competition will be published on an electronic tool (the contracting authority's profile) through which all communication between the participants and the contracting authority will take place, including the submission of the electronic part of the proposal. Registration in this electronic tool is required for participation in the competition: <https://nen.nipez.cz/registrace>

Information on the electronic tool, including information on the use of electronic signatures, is available at:

Phone (Mo-Fr 9-17): +420 841 888 841

E-mail: hotline@nipez.cz

8.3. Site visit

A site visit will not be organised.

8.4. Submission of the proposal

8.4.1. Method of submission

The proposal is to be submitted partly electronically and partly physically, please refer to the sheet on the last page of these competition conditions for checking. The physical submission must be submitted to the competition administrator during office hours.

Address: MOBA studio s.r.o., U Půjčovny 953/4, 110 00 Praha 1

Office hours: Monday-Friday 10:00 – 17:00 h,
on the last day of submission 10:00-14:00 h

All parts of the physical submission shall be in one package, headed „KŘIŽANOVA PILA“.

The proposal shall be submitted electronically only via the above-mentioned electronic tool.

8.4.2. Deadline for the 1st phase

The deadline for the submission of proposals is 17. 4. 2025, 14:00, for receipt in both electronic and paper form.

8.4.3. Deadline for the 2nd phase

The deadline for the submission of proposals in the second phase is 11. 7. 2025, 14:00, for receipt in both electronic and paper form.

8.4.4. Late submission

If the competition proposal is not received within the deadline, the contracting authority will not consider the one who submitted it as a participant in accordance with the Act and will not be evaluated in the competition. The physical form will remain archived with the contracting authority and will be returned on request.

8.5. Proposal check

A basic examination of the proposals with regard to compliance with the mandatory requirements of the Contracting Authority set out in Article 14 of these competition conditions will be carried out by the Examiner.

She will prepare a report on the examination of the proposals, 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 the proposals will be known to the jury.

8.6. Jury meeting 1st phase

The contracting authority reserves the right for the jury to reduce the number of proposals in Phase 1 of the competition according to the quality criteria set out in these terms and conditions. The jury's evaluation will result in the selection of the 5 proposals that best meet the requirements of the Contracting Authority. The jury will not determine their ranking.

8.7. Participation cut between phases

Participants who are not selected by the jury for Phase 2 will be excluded from the competition. After the number of participants has been reduced, the contracting authority shall send out a notice of exclusion from the tender procedure, including a report on the evaluation of the proposals.

8.8. Invitation to the 2nd phase

Based on the jury's selection, 5 participants will be invited to Phase 2 of the competition via an electronic tool and will receive a call with specifications of the requirements to complete their design according to the jury's comments/ observations.

8.9. Jury meeting 2nd phase

In Phase 2 of the competition, the jury will again assess the proposals against the quality criteria set out in these conditions. The jury will award prizes and sketch fees related to participation in the competition, in accordance with these terms and conditions.

8.10. Report on the evaluation of proposals

The report on the evaluation of the proposals shall include in particular:

- minutes of all jury meetings, including the results of all votes, taken on behalf of the jury chairman by the secretary, examiner or other member of the competition organiser's team; the accuracy of the minutes shall be verified by the signature of all voting members of the jury present,
- the decision to exclude proposals from consideration and a list of all the competition proposals considered,
- the method of application or specification of the evaluation criteria,
- the assessment of all competition proposals,
- the decision on the distribution of prizes and the award of exceptional prizes, if any, including the reasons,
- a verbal evaluation of the individual competition proposals in terms of the degree of fulfilment of the evaluation criteria referred to in Article 10(10.1) of the competition conditions,
- attendance lists from the individual jury meetings
- declarations by the judges, secretary, examiner and experts that they are not biased and that they do not know the identity of the authors of each design.

The report on the evaluation of the proposals shall be signed by all voting members of the jury present.

9. End of the competition

9.1. Decision and announcement of the result of the competition

9.1.1. Decision on the selection of the proposal

In selecting the most suitable proposal, the contracting authority is bound by the opinion of the jury pursuant to Section 148(7) of the Act. The contracting authority shall decide on the selection of the proposal within 50 calendar days of the drawing up of the report on the competition process pursuant to Section 148(5) of the Act. The contracting authority may decide to re-evaluate the proposals for the reasons set out in Section 148(7) of the Act.

9.1.2. Announcement of the result of the competition

The contracting authority shall send a notification of the selection of the most suitable proposal to all participants in the design competition without delay (within 10 calendar days of the contracting authority's decision at the latest) via an electronic tool. It shall attach the competition report to the notification.

9.2. Access to competition proposals

The 15-day period for access to the competitive proposals shall start on the date of publication of the notice of selection of the most suitable proposal in the electronic tool. Proposals will be made available from the competition organiser on request.

9.3 End of the competition

The competition is closed on the date on which:

- a) the time limit for all parties to object to the selection of a proposal under Sections 241 to 244 of the Act expires if no objections are filed;
- b) if objections are raised, the time limit for filing a petition for review of the contracting authority's actions with the Office for the Protection of Competition pursuant to Section 251(2) and (3) of the Act expires if no petition is filed;

- c) if a proposal is submitted pursuant to Section 251 of the Act, the decision to cancel the design competition pursuant to Section 263 shall become final;
- d) the decision to cancel the design competition pursuant to Section 263 shall become legally effective.

9.4. Cancellation of the competition

The contracting authority has the right to cancel the competition. In the event of cancellation of the competition, the contracting authority is obliged to pay to each of the participants who proves that they have sufficiently developed or elaborated the competition proposal before the cancellation of the competition a reasonable compensation (which is considered to be a proportional share of up to the total amount of prizes and awards, i.e. a proportional amount of up to CZK 2,650,000). The amount of the pro rata share will be decided by the contracting authority and the jury, but will not exceed CZK 500,000 per participant.

9.5. Reimbursement of prizes

The prizes will be paid no later than 50 calendar days from the date of closing the competition in accordance with Section 149(3) of the Act. The compensation payable in the event of cancellation of the competition is set at 50 calendar days from the date of cancellation of the competition.

9.6. Method of publication of proposals

The contracting authority will publish the competition proposals online at www.cceamoba.cz within 30 days of the decision. The contracting authority also expects to organise an exhibition of the competition proposals.

10. Evaluation criteria

10.1. Evaluation criteria

The criteria according to which the competition proposals will be evaluated are set out in no order of importance as follows:

- Quality of architectural design - comfort and flexibility of use, functional and logical links in the layout
- Quality of urban design - comfort and flexibility of use, functional and logical links within the site and the surrounding area
- Quality of design in terms of sustainability - resource management, water and energy management, working with terrain and vegetation and overall environmental friendliness of the project
- Technical level of design - design, technological and material solutions with emphasis on investment and operating costs

10.2. Evaluation of proposals by the jury

The jury will evaluate the proposals according to the quality criteria mentioned above, based on the knowledge and experience of its members. Such evaluation will therefore be the professional but subjective opinion of the jury. This method of evaluation is generally standard in design competitions and by participating in the competition, the participants agree to this method of evaluation.

11. Follow-up negotiation and contract

11.1. Negotiation procedure without publication (NPWP)

Pursuant to Sections 143(2) and 65 of the Act, the Contracting Officer will negotiate with all successful bidders to award a follow-on contract to the extent described below. Bidders will be invited to negotiate and bid according to their ranking in the competition.

In the event that no agreement is reached with any of the invited tenderers, the negotiated procedure without publication will be terminated.

11.1.1. Submission of a bid by the highest ranked participant

The contracting authority will first invite the highest ranked tenderer to submit a tender and, if a contract is concluded with that tenderer, the negotiated procedure will be terminated.

11.1.2. Submission of a bid by the second highest ranked participant

In the absence of agreement on the conclusion of a contract in the negotiations referred to in the preceding paragraph, the contracting authority shall invite the tenderer whose proposal is ranked second highest to submit a tender and, if a contract is concluded with that tenderer, the negotiated procedure shall be terminated.

11.1.3. Submission of a bid by the third highest ranked participant

In the absence of agreement on the conclusion of a contract in the negotiations referred to in the preceding paragraph, the contracting authority shall invite the tenderer whose proposal is ranked third highest to submit a tender and, if a contract is concluded with that tenderer, the negotiated procedure shall be terminated.

11.2. Conditions for concluding a contract for the execution of a follow-on commission

11.2.1. Proof of compliance with the terms of participation

The participant who will be invited to conclude a contract on the basis of the results of the NPWP shall submit to the contracting authority, in accordance with Section 122(3) of the Act, simple copies of documents proving that the conditions for participation in the competition have been met in accordance with Article 6 of these Competition Terms and Conditions.

A tenderer who is not a citizen of the Czech Republic or does not have its registered office in the Czech Republic shall prove at the conclusion of the contract that it has a person authorised to carry out selected construction activities pursuant to Section 7(1)(b) and Section 30a of the Act on the exercise of professions.

11.2.2. The contract will be drawn up in the Czech language.

11.3. Scope of the follow-up contract

Based on the results of the competition, the contracting authority intends to award a contract for the preparation of a complete building design, including landscape design in accordance with the standards of architect's services according to ČKA: <https://web-api.cka.cz/sluzby/clenum/standardy-vykonu-a-dokumentace/standard-sluzeb-architekta-pozemni-stavby.pdf/@@download/file>
FS 1 - Project preparation; FS 2 - Construction design - refinement of the competition design; FS 3 + FS 4 - Design for planning permission; FS 5 - Design for construction execution (including demolition works); FS 6 - Work and supply list; FS 7 - Author's supervision.

The contract will also include the design of the interior of the building. The contract will include standard, above standard and procurement services of the architect, engineering, liaison with the client, cooperation in the removal of defects and deficiencies and commissioning of the construction. Necessary surveys and measurements will also be provided by the contractor depending on the type and scope. The scope of the other activities will be specified depending on the design, which will be implemented on the basis of the contract concluded in the NPWP. The estimated time of performance, i.e. completion of the design work and issue of the final planning permission, will be within 24 months of commencement. The contracting authority expects to launch the procurement procedure for the construction works in 2026.

11.4. Estimated value of the follow-on contract

The fee for the performance of the subsequent contract in the scope specified in these Competition Terms and Conditions will be determined within the framework of the NPWP on the basis of the prices recommended according to the ČKA Calculator, taking into account the non-binding bid prices submitted by the bidders.

The price awarded in the tender will be credited to FS 1 and FS 2 by deducting it from the total price for the performance of the design work.

12. Other provisions

12.1. Copyright

12.1.1. Participant – contracting authority

The authors of the competition designs will retain their copyrights, may publish their designs after the end of the competition and may use them again in another case.

12.1.2. Reproduction and display of designs in the competition

By submitting their entries, participants agree to the free reproduction and display of their entries as part of the promotion of the competition and its results.

12.1.3. Ownership of competition designs

By submitting the competition entries, participants grant the contracting authority permission to use their copyrighted works for the purposes of this competition.

The use of the competition designs or parts thereof for purposes other than those specified in these competition conditions is subject to the express permission of the authors.

12.2. Resolving conflicts

12.2.1. Objections

Participants may file objections to the contracting authority's procedures in the design competition in accordance with Part Thirteen of the Act or in accordance with the ČKA Competition Rules.

12.2.2. Application for initiation of proceedings for review of the acts of the contracting authority

The requirements for a petition to initiate proceedings for review of the acts of the contracting authority and further actions of the complainant are governed by Section 249 et seq. of the Act.

12.3. Clause on acceptance of the competition conditions

12.3.1. Consent from the contracting authority, the jury, its subsidiary bodies and invited experts

By participating in the competition, the contracting authority, the competition secretary, the competition design examiner, the jurors and the invited experts confirm that they have read all the terms and conditions of the competition and undertake to observe and honour these terms and conditions as a contract.

12.3.2. Consent from the participants

By submitting entries, entrants agree to all terms and conditions of the competition.

13. Competition proposal - Phase 1

13.1. Requirements

13.1.1. Binding requirements

— timely submission of the competition proposal according to the competition conditions;

— anonymity of the competition proposal as described below,

Failure to comply with them will lead to elimination from the jury's evaluation and exclusion from the competition.

13.1.2. Recommended requirements

The requirements not mentioned in the previous point are set out as recommendations and failure to comply with them is not a reason to exclude the proposal from consideration and to exclude the participant from the competition. It is strongly recommended that the proposal be submitted complete in scope and content as defined in the following sections of this chapter. Incompleteness will not be grounds for disqualifying a participant from the competition, but it will significantly hinder the jury's ability to compare and evaluate the proposal and therefore the participant's chance of success in the competition.

In Phase 1, the competition proposal and its evaluation by the jury will focus on the overall design of the site – the public space and the bus station, including movement in the area.

In Phase 2, the proposal will also address the town hall and the car park in greater detail. Residential buildings within the competition only conceptually.

13.2. Parts of the proposal:

- Main presentation – “Panel ”
- Detailed description – “Booklet”
- Physical insertion model in scale 1:500 – “Model”
- Identification data – “Participant”
- Sworn statement – “Statement”
- Non-binding offer price – “Price”

13.3. Main presentation – “Panel”

13.3.1. Layout

The presentation will be arranged on 1 panel in B1 portrait format. On the panel in the lower right corner there will be a blank space of real size 3 x 3 cm, which will be used by the secretary for numbering the proposal. At the bottom of the panel the title of the competition will be indicated "KŘIŽANOVA PILA".

13.3.2. Form of submission

Panels will be submitted physically and electronically - in paper form printed and taped with a lightweight board for exhibition purposes (kapa board), in electronic form using an electronic tool as JPG files with a resolution of at least 150 dpi. In the event of a conflict between the physical and electronic form, the physical form of the proposal shall always prevail.

13.3.3. Recommended content

- situation + ground floor plans 1:500
- conceptual design of the bus station
 - conceptual solution of movement in the area (car, bicycle and pedestrian traffic, supply, and movement of employees,...)
 - conceptual solution of public spaces

There will be no visuals or 3D displays on the panel in Phase 1 of the competition.

13.4. Detailed description – “Booklet”

13.4.1. Layout

The description will be arranged in an A4 portrait notebook.

The cover page will leave a blank space of real size 3 x 3 cm in the bottom right-hand corner for the secretary to use for numbering the proposal. The title of the competition will appear on the cover page „KŘIŽANOVA PILA“.

13.4.2. Form of submission

The competition design workbook will be submitted physically and electronically - in paper form printed and bound in at least 1 copy, preferably in 2 copies, in electronic form using an electronic tool as a PDF file with a resolution of at least 150 dpi.

13.4.3. Recommended content

- title page
- annotation of the proposal in approx. 500 characters including spaces
- Mass plan (schwarzplan) 1:5000
- description of the overall urban and landscape design - including links to the wider surroundings
- any diagrams for the urban and landscape design
- description of the basic principles of movement in the area - car, rail, bicycle and especially pedestrian, supply and employee movement
- any schemes for the solution of movement in the area
- description of the design of the bus station
- situation / floor plan / sections / section views at 1:500 with basic dimensions
- description of the design in terms of phasing, including diagrams
- completed balance tables - see template issued as a basis

The detailed description of the proposal is not limited to the form of the text, but it is recommended to supplement it with diagrams, sketches and other explanatory outputs, which will help the participant to best present the principles of his/her proposal to the jury. No visualisations or 3D representations are desirable.

13.5. Physical insertion model in scale 1:500 – “Model”

In the first phase of the competition, a separate production of the insertion model is required at a scale of 1 : 500 within the scope of the plot in question. The model will be made of uniform material in a rough material solution only, without details of windows and facades, without trees. The choice of material is at the discretion

of the competitors, and it is recommended that it be in white.

13.5.1. Form of submission

The model will be handed over physically - in suitable packaging that allows for easy removal, reuse, and safe transport.

13.6. Identification data – "Participant"

Filled in template PP.01 (not submitted to the jury)

The Author document will be submitted physically and electronically. In electronic form as a single pdf file. In paper form in an envelope that will be in one package along with the other parts of the physical submission.

13.7. Sworn statement – "Statement"

Filled in template PP.02 (not submitted to the jury) will be submitted only electronically as a single pdf file.

13.8. Non-binding offer price – "Price"

The price will be submitted only electronically as one XLS file - completed PP.04. The non-binding offer price is for the guidance of the contracting authority - this document will not be submitted to the jury but will be a guide for the preparation of the NPWP.

13.9. 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 entrant that could lead to his/her identification and thus to a breach of anonymity. Proposals that breach anonymity will be excluded from the competition by the contracting authority.

14. Competition proposal - Phase 2

The requirements and recommendations regarding the competition proposal will be specified by the jury in the invitation to participate in Phase 2 of the competition. Proposals will be submitted in paper and electronic formats similar to those used in Phase 1.

The tentative format will be 4 B1 panels, a booklet with a more detailed description of the proposal, an updated non-binding bid price and a physical model.

The scale of the drawings is assumed to be 1:250, the elevation details 1:50.

The 1:500 scale inset model will be produced in greater detail than the Phase 1.

Overview of all submitted parts of the competition proposal Phase 1

		electronic	paper
1 Panel B1	The main presentation for the jury and later for the public - communicates the ideas of the concept and design as clearly as possible	YES as JPG	YES posters glued on kapa boards
Booklet A4	A more detailed description - presents the proposal to the jury in a comprehensive and in-depth manner, illustrating diagrams, calculations, reasoning, and a description of the proposal for which there is no space on the panels	YES as PDF	YES a bound notebook, ideally 2 copies
Model	separate production of an insertion model at a scale of 1 : 500 in the scope of the designed plot of uniform material	NO	YES in a box allowing the model to be transported undamaged
Participant PP.01	Used to facilitate the matching of physical and electronic submissions, defines the participant	YES as PDF	YES in one package together with the proposal
Statement PP. 02	Used to demonstrate compliance with the conditions for participation in the competition	YES as PDF	NO
Price PP.04	Non-binding and indicative pricing of the subsequent order	YES as XLS	NO