

# Tender documentation

The Statutory City of Most  
hereby invites requests  
to participate in the  
competitive dialogue:  
SuperMost – SuperStudio –  
Creative Hub Most

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## Abstract

Contracting Authority	The Statutory City of Most
Tender procedure	Competitive dialogue
Electronic tool mandatory to use	<i>Tender aréna</i>

Submission deadline of <u>Requests to participate and Professional approaches</u>	24. 4. 2026, 14:00
Workshop 1 – site visit	1. 6. 2026
Workshop 2 – presentations	22. 7. 2026
Submission deadline of final offers	4. 9. 2026, 14:00
Final presentations to the jury	9. 9. 2026

### Participation conditions

Professional qualification	Authorization for design activity in construction (CCA A1 or A0, or equivalent foreign)
Technical qualification	at least 1 service within the last 20 years comparable to the subject of this contract

„**SuperMost – SuperStudio – Creative Hub Most**“ is a  
competitive dialogue procedure

launched for an above-threshold public contract for services in accordance with Act No. 134/2016 Coll., on Public Procurement, as amended (the “Public Procurement Act”); and with regard to the Competition Code of the Czech Chamber of Architects (CCA).

This tender documentation serves as an invitation to submit a Request to Participate in a competitive dialogue pursuant to Section 68(2) and (3) of the Public Procurement Act for an above-threshold public service contract.

## Approval of the Tender Documentation

### Jury approval

The tender documentation was discussed by the jury at its constitutive meeting on 3. 3. 2026 and was subsequently approved by the jury via per rollam voting announced on 5. 3. 2026 and 16. 3. 2026.

### Czech Chamber of Architects compliance

The Czech Chamber of Architects issued a certificate of compliance for this tender documentation on 19. 3. 2026 by letter ref. no 162-2026/DM/KS.

### Contracting authority approval

The tender documentation was approved by the contracting authority at the city council meeting held on 12. 3. 2023 by Resolution No.: RmM/3478/55/2026.

## 1. Identification data

### 1.1. Contracting authority

Name	<b>Statutory City of Most</b>
ID	00266094
Address	Radniční 1/2, 434 01 Most 1
Represented by	Marek Hrvol, mayor

### 1.2. Public contract

Name	<b>SuperMost – SuperStudio – Creative Hub Most</b>
Type and procedure	Above-threshold public contract for services
Contracting authority's profile	<a href="https://tenderarena.cz/dodavatel/seznam-profilu-zadavatelu/detail/Z0001266">https://tenderarena.cz/dodavatel/seznam-profilu-zadavatelu/detail/Z0001266</a>

### 1.3. Administrator

Name	<b>Moba studio s.r.o.</b>
ID	61459712
Address	Turkmenská 1420/2, 101 00 Praha 10
Represented by	Igor Kovačević, CEO
Data box ID	mb5cici
People participating on elaborating the tender documentation	Kamila Dršata Katka Juříčková Šrámková Karin Grohmannová Yvette Vašourková Igor Kovačević

## 2. Jury

### 2.1. Jury – dependent part

**Marek Hrvol** – mayor of Most, city councilor (investments and equity interests)  
**Markéta Stará** – deputy mayor, city councilor  
**Jana Falterová Zudová** – councilor, member of regional development committee  
**Romana Pavlíčková** – director of the Elementary Art School Moskevská  
**Jan Harciník** – alternate, member of the committee on Architecture and Urban Planning  
**Petr Nesládek** – alternate, external architect, chair of the committee on Architecture and Urban Planning

### 2.2. Jury – independent part

**Bernd Vlay** – architect, StudioVlayStreeruwitz (AT)  
**Tamás Fialovszky** – architect, Építész stúdió (HU)  
**Veronika Martykan** – architect, Bogle Architects (CZ)  
**Michaela Janečková** – art historian, department of Art-Historical Topography, Institute of Art History, Czech Academy of Sciences (CZ)  
**Marek Pokorný** – director of Plato Ostrava (CZ)  
**Barbora Hora** – alternate, architect, ORA (CZ)

### **2.3. Auxiliary bodies of the jury**

#### **2.3.1. Secretary**

Igor Kovačević, MOBA studio s.r.o.  
ask@cceamoba.cz

#### **2.3.2. Offer reviewer**

Karin Grohmannová, MOBA studio s.r.o.

### **2.4. Invited experts**

The jury may, during the course of the competitive dialogue, request the contracting authority to invite expert advisors.

## **3. Prizes**

### **3.1. Prizes total**

The total amount allocated for prizes is set at CZK 2,500,000.

### **3.2. Prizes**

#### First prize

The first prize is set at CZK 850,000.

#### Second prize

The second prize is set at CZK 700,000.

#### Third prize

The third prize is set at CZK 450,000.

#### Fourth prize

The fourth prize is set at CZK 250,000.

#### Fifth prize

The fifth prize is set at CZK 250,000.

### **3.3. Alternative prize allocation**

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 of 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.

### **3.5. Loss of the right to prize payment**

The selected contractor shall forfeit the right to payment if they fail to fulfil the obligations arising from this tender documentation or the obligations set forth in the Public Procurement Act.

#### 4. Brief

##### 4.1. Justification for the use of a competitive dialogue

In this tender documentation, the contracting authority identifies its needs and objectives but is not able to determine the ideal means of meeting them. Therefore, the contracting authority seeks a suitable solution through a competitive dialogue procedure.

##### 4.2. Form of the competitive dialogue

The procurement procedure is non-anonymous and open to all participants who meet the qualification requirements. The competitive dialogue will take place in several phases, during which the contracting authority will conduct individual negotiations with each participant separately.

##### 4.3. Language

The competitive dialogue is announced and will be conducted in Czech and English. All parts of the design proposal must be submitted in either Czech or English; Slovak is also accepted. The contracting authority will issue the tender documentation and supporting materials in both Czech and English. In case of discrepancies, the Czech version shall prevail.

##### 4.4. Subject of the competitive dialogue

The subject of this public contract is the provision of services primarily consisting of necessary surveys, further development of the winning architectural proposal, complete project documentation, procurement-related services, and architectural supervision, as specified below for the project "SuperMost – SuperStudio – Creative Hub Most" and related activities defined in this tender documentation.

###### 4.4.1. Scope of the contract

The scope of the contract will be executed on the basis of a contract to be concluded between the contracting authority and the selected contractor. The wording of the draft contract is also subject of the dialogue.

###### 4.4.2. CPV Classification of the contract subject:

- 71000000-8 Architectural, construction, technical and inspection services;
- 71200000-0 Architectural and related services;
- 71221000-3 Architectural services for buildings;
- 71320000-7 Technical design;
- 71246000-4 Determination and compilation of bills of quantities for construction;
- 71242000-6 Preparation of designs and projects, cost estimates;
- 71251000-2 Architectural services and construction supervision.

###### 4.4.3. Project Documentation

The contractor shall provide the following services:

- Conducting the necessary surveys and research;
- Conducting surveys and research for the Refinement of the Competition Design Proposal;
- Refinement of the Competition Design Proposal;
- Preparation of the City Centre Plan including strategic considerations;
- Preparation of the Action Plan;
- Preparation of the Investment and Implementation Strategy and Plan;
- Implementation of public participation activities;

- Preparation of a Public Space Design Manual;
- Coordination of plan implementation.

The contractor shall deliver these services in accordance with the Standard of Architectural Services and Documentation for Building Design issued by the Czech Chamber of Architects (CCA), including procurement-related activities required for obtaining permits for the initial project(s), covering the following phases:

- Conducting necessary surveys and research;
- Project preparation;
- Building design;
- Documentation for planning/permit procedures;
- Procurement (engineering) services;
- Construction documentation (i.e. for contractor selection);
- Bill of quantities and works;
- Author's supervision;

#### **4.4.4. Project schedule**

The schedule for design and preparatory work will be finalized during the course of the competitive dialogue.

#### **4.5. Place of performance**

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

#### **4.6. Duration of performance**

The performance of the contract will commence upon the entry into force of the contract concluded between the contracting authority and the selected contractor. The commencement of construction is expected in 2028.

#### **4.7. Estimated value of the public contract**

The estimated value of the public contract is CZK 32,500,000 excluding VAT. Of this amount, CZK 2,500,000 excluding VAT is reserved for payments (prizes) within the competitive dialogue, and CZK 30,000,000 excluding VAT represents the estimated value for the subject of performance of the public contract.

### **5. Conditions of participation**

#### **5.1. Participant in the competitive dialogue**

A participant in the competitive dialogue may be a natural person or a legal entity, or their consortium. The participant(s) shall be defined within the competitive dialogue by completing Annex PP.01 Identification data of this tender documentation. The participant shall act under the same definition throughout the competitive dialogue and in any subsequent contract signature.

#### **5.2. Conditions of participation in the competitive dialogue**

##### **5.2.1. Basic eligibility**

Each participant must prove compliance with the basic eligibility criteria pursuant to Section 74 of the Public Procurement Act. The contracting authority also requires proof of compliance with the conditions under Section 3 of the Czech Chamber of Architects Competition Code (CCA).

### **5.2.2. Professional qualification**

Each participant must demonstrate professional qualification, specifically the authorization to conduct business in the field of “Design activities in construction” and authorization in the field of Authorized Architect (CCA authorization levels **A1 or A0**).

### **5.2.3. Technical qualification**

Each participant must prove technical qualification pursuant to Section 79(2)(b) of the Public Procurement Act, as follows:

Within the last 20 years prior to the commencement of the procurement procedure, the participant must have provided at least one (1) service comparable to the subject of this public contract.

For the purpose of this dialogue, a “service” is understood as an architectural study, , competition design, project documentation or implementation of a new construction, reconstruction or transformation of a public building.

## **5.3. Proving compliance with participation conditions in the Request to participate**

### **5.3.1. Basic eligibility**

Basic eligibility and compliance with Section 3 of the CCA Competition Code shall be demonstrated by submitting the completed Annex PP.02 Sworn statement of this tender documentation.

The contracting authority reminds that the selected (winning) participant will be obliged to submit simple copies of documents proving qualification before signing the contract.

### **5.3.2. Professional qualification**

Proof of professional qualification pursuant to Section 77(1) and (2)(a) and (c) of the Public Procurement Act shall be demonstrated by submitting simple copies of:

- a) a document proving registration in the commercial register or other similar records, if required by law (not applicable to natural persons or legal entities based in countries where such registration is not required);
- b) a document proving authorization to conduct business in the scope corresponding to the subject of the public contract, i.e. proof of business license for “Design activities in construction” pursuant to Act No. 455/1991 Coll., on Trade Licensing (Trade Licensing Act), as amended (not applicable to persons performing the architect profession as a free profession);
- c) a document proving professional competence, i.e., authorization of the responsible person (certificate of authorization or certificate of registration of a resident or guest person) in the field of “Authorized Architect” in field **A1 (architecture) or A0 (general authorization)** pursuant to Section 4 of Act No. 360/1992 Coll., on the performance of the profession of authorized architects and authorized engineers and technicians active in construction, as amended (the “Authorization Act”).

### **5.3.3. Technical qualification**

Technical qualification shall be proven by submitting the completed Annex PP.05 Reference projects of this tender documentation.

From the list of services provided before the commencement of the procurement procedure, all required facts stated in section 5.2.3 must be clearly and unambiguously evident.

For each required reference service, the participant shall explicitly state that the service corresponds to the requirements specified by the contracting authority, including the price and duration of the reference service, and the identification of the client with contact details of the client’s representative.

#### **5.4. Conditions for participation in the case of joint participation of contractors**

If the contract is to be performed jointly by several contractors submitting a joint application, each contractor must individually prove basic eligibility. Each must also independently prove compliance with § 3 of the CCA Competitive Rules. In addition, the contractors must submit a consortium agreement together with the qualification documents.

#### **5.5. Proving professional or technical qualifications through another person**

If a contractor cannot demonstrate professional or technical qualification on their own, they may do so through another person. In this case, the contractor must submit:

- a) Relevant documents proving the qualification of the other person;
- b) A sworn statement proving the basic eligibility of the other person;
- c) A written commitment from the other person to provide the performance necessary for fulfilling the contract or to provide items or rights to be used by the contractor, at least to the extent in which the qualification was demonstrated. This written commitment must also include a declaration of joint and several liability for the performance of the contract and a statement that the person will deliver the services corresponding to the demonstrated qualification criteria.

#### **5.6. Proving eligibility by a foreign participant**

A foreign participant must prove their eligibility according to the legal system of the country in which they are a citizen or where they are established.

#### **5.7. Extract from the list of qualified contractors**

If the contractor submits an extract from the list of qualified contractors under § 228 of the Act, this extract substitutes for:

- a) basic eligibility under § 74 of the Act;
- b) professional qualifications under § 77 of the Act, to the extent that the data in the extract confirms such qualifications.

The extract must not be older than 3 months from the date on which eligibility is to be proven.

#### **5.8. Certificate**

If the contractor submits a certificate issued under the certified contractor system under § 233 et seq. of the Act, the certificate may serve as proof of qualification in this procurement procedure. The contractor shall be deemed qualified to the extent stated in the certificate.

The maximum validity of such a certificate is one year from its issuance date.

#### **5.9. Consequences of failure to meet the conditions of participation**

If the participant fails to submit the required documents demonstrating eligibility in the competitive dialogue, the contracting authority reserves the right to request clarification or supplementary documents via the electronic tool. Should the participant fail to respond or submit the required documentation within the given deadline, they will be excluded from the competitive dialogue.

## 6. Tender documentation

### 6.1. Access to the tender documentation and communication during the procurement procedure

The complete tender documentation is published on the contracting authority's profile. The contracting authority shall communicate during the procurement procedure in accordance with § 211 of the Public Procurement Act (ZZVZ) via electronic means.

#### 6.1.1. Contact person for the procurement procedure

The contact person for participants of the competitive dialogue is its administrator, namely the secretary of the dialogue: Igor Kovačević, [ask@cceamoba.cz](mailto:ask@cceamoba.cz)

#### 6.1.2. Registration in the electronic tool

Although the tender documentation is freely available in the electronic tool, registration is required in order to submit a request to participate and to submit the final offer. This registration is free of charge but may take several days to complete. The contracting authority strongly recommends that participants register well in advance. If the use of an encryption key is required, it will be generated and published on the contracting authority's profile together with the tender documentation.

### 6.2. Explanation of the tender documentation and its amendments or additions (Q&A)

Participants are entitled to request, in writing, clarification of the tender conditions. The response, along with the question (anonymised), will be published on the contracting authority's profile. The contracting authority may also provide clarifications without prior request.

#### 6.2.1. Submitting questions via the electronic tool

Participants may submit questions in writing via the electronic tool.

#### 6.2.2. Submitting questions via email

Participants may alternatively submit questions in writing via email to the administrator ([ask@cceamoba.cz](mailto:ask@cceamoba.cz)) with the subject line „MM0 – QUESTION“.

#### 6.2.3. Deadline for submitting questions

Questions may be submitted no later than 8 working days before the deadline for submission of requests to participate or offers.

The contracting authority shall publish the explanation of the tender documentation, including the exact wording of the requirement and without identifying the requester, on the profile no later than 3 working days from receipt of the question.

### 6.3. Content of the tender documentation

#### 6.3.1. Tender documentation

Tender documentation – PDF file with annexes.

#### 6.3.2. Annexes to the tender documentation – administrative documents

PP.01 Identification data – request to participate – template (pdf)

PP.02 Sworn statements – template (pdf)

PP.03 Non-binding draft of the follow-up contract (doc)

PP.04 Non-binding offer price – template (xls),

upon invitation to submit final offers the participant will also submit a final price offer

- PP.05 Reference projects – template (pdf)
- PP.06 Professional approach– template (indd)
- PP.07 Cover sheet of the offer (pdf)

### **6.3.3. Documents for submitting the request to participate**

Together with the invitation to participate, i.e. the tender documentation, the following will be published:

- P.01. Outline Brief (pdf)

### **6.3.4. Documents for preparing the proposal**

The following materials will be provided to participants selected to elaborate a proposal

- P.02. Maps (dwg)
- P.03. 3D model (3ds)
- P.04. Building drawings (dwg)
- P.05. Site photos (jpg)
- P.06. Orthophoto map (jpg)
- P.07. Balance sheets for filling in basic construction indicators (xls)

### **6.3.5. Use of competition documents**

Participants of the competitive dialogue undertake to use the materials exclusively for decision-making regarding participation and for preparing their competition proposal.

## **7. Timeline and procedure of the competitive dialogue**

### **7.1. Launch of the procurement procedure**

The contracting authority has launched the procurement procedure by submitting a notice of commencement for publication in accordance with § 212 of the Public Procurement Act (ZZVZ), inviting an unlimited number of contractors to submit requests to participate. Until the deadline for submission, the contracting authority will accept requests submitted based on this tender documentation.

### **7.2. Request to participate**

The request to participate must be submitted electronically via the electronic procurement tool only.

#### **7.2.1. Submission deadline**

The deadline for submitting requests to participate is **24. 4. 2026 at 14:00 (CET)**. It is the sole responsibility of the participant to ensure timely submission.

#### **7.2.2. Content of the Request to Participate**

The request must include Annex PP.01 Identification Data and all required documents proving the participant's basic and professional eligibility as well as technical qualification.

#### **7.2.3. Exclusion**

The contracting authority will exclude participants whose requests do not meet the requirements set out in this tender documentation

### **7.3. Reduction of the number of participants in two rounds**

The contracting authority reserves the right to reduce the number of solutions in accordance with § 69(4) and § 112 ZZVZ.

Given that it would be unreasonable to require participants to present a complete architectural design in every phase, the contracting authority has decided that participants shall first submit a so-called Professional Approach to the project.

This document will outline the fundamental principles for developing the design. To reduce the number of participants, the contracting authority will evaluate the Professional Approach based on the following qualitative criteria: 1) Architectural quality of the submitted reference projects; 2) Technological solution of the submitted reference projects.

#### **7.4. Professional Approach to the assignment**

The Professional Approach to the assignment must be submitted in electronic form only, via the electronic tool, as a PDF document formatted according to the template provided in Annex PP.06 Template for Professional Approach of this tender documentation. The provided template defines the maximum number of pages permitted. Any additional pages beyond this limit will not be presented to the jury.

##### **7.4.1. Submission deadline**

The deadline for submitting the Professional Approach is **24. 4. 2025 at 14:00 (CET)**. It is the sole responsibility of the participant to ensure timely submission.

##### **7.4.2. Content of the Professional Approach**

In their Professional Approach, participants shall describe—using examples of their own reference projects—their approach to the public contract with respect to two evaluation criteria: 1) Architectural Quality; 2) Technological concept. Each criterion must be documented by at least one of the participant's own projects. It is essential that at least one member of the contractor's design team is the author or co-author of the project(s) presented.

It is acceptable to address both criteria using a single reference project, or to use different reference projects for each criterion.

##### **7.4.3. Quality Evaluation Criteria**

###### **1) Architectural Quality**

- Architectural quality expresses the ability of a building to meet socio-cultural, aesthetic, functional and urban planning requirements.
- The socio-cultural value is reflected in how the building contributes to the quality of public space and the character of the place. It should promote sustainability, social interaction and be in line with the needs of contemporary society.
- Aesthetic quality consists of a well-thought-out architectural design that is visually appealing and innovative, while respecting the character of the environment. Particular emphasis is placed on harmonious integration into the surrounding buildings, especially in the context of historic and significant locations.
- Functional quality means the effective and flexible use of space with regard to its intended purpose. The building should offer user comfort, accessibility and comply with contemporary technical and operational standards.
- Urban quality includes the natural integration of the building, appropriate to its purpose, into its environment, with respect for scale, spatial relationships and the character of the location. New architecture should enrich the urban structure and support its functionality and aesthetic integrity.

###### **2) Technological Concept**

- The technological quality of the building lies in the use of modern technologies, appropriately selected materials and effective structural solutions with the aim of increasing energy efficiency, long-term sustainability, safety and user comfort.
- The choice of materials and construction system affects the quality, durability

and environmental footprint of the building. Durable, recyclable and sustainable materials are preferred, while the structural solution should be effective and adaptable where necessary.

- Technological quality also includes user protection and environmental friendliness. Fire safety, indoor air quality, acoustic comfort and microclimate control are key.
- The energy performance of a building is reduced through the use of energy-efficient materials, efficient heating, cooling and lighting. The integration of renewable sources and technologies that support long-term sustainability plays an important role.

#### **7.4.4. Evaluation Method**

Each of the two quality criteria described in the Professional Approach will be assessed in its entirety by the jury, which will assign a score from 0 to 20 points, where 20 points represent the highest degree of fulfilment. The total score, reflecting the expert opinion of the jury, will determine the ranking and classification of the Professional Approaches into four categories as described below.

Given that the criteria cannot be expressed numerically (and the 1–20 scale serves only as a proportional expression of how well the criteria are met), the Professional Approaches will be assessed by the jury based on the knowledge and experience of its members. This evaluation will be conducted as professionally as possible, but it remains a subjective judgment of the jury. By participating in this procedure, all participants express their acceptance of the proposed evaluation method, including the manner in which the number of participants will be reduced during the competitive dialogue.

##### Category 1 (20 – 18 points)

According to the professional opinion of the jury, the participant's projects as a whole exhibit the highest level of architectural and technological quality compared to the reference projects submitted by other participants.

The architectural design is exceptionally well thought-out, aesthetically valuable, and perfectly integrated into its context. The buildings demonstrates high functional and urbanistic quality, contribute to the quality of the public space, and responds naturally to its surroundings.

The technological solution makes full use of innovative materials, an efficient construction system, and the most modern approaches to reducing energy consumption. The proposal emphasizes sustainability, safety, and user comfort, and shows an above-standard ability to combine aesthetics with technology.

The jury sees the submitted Professional Approach as a guarantee that the participant will deliver a design of the highest professional quality.

##### Category 2 (17 – 14 points)

According to the professional opinion of the jury, the participant's projects demonstrate a very high level of architectural and technological quality, coming close to the best level in certain aspects.

The architectural design is of high quality, appropriately innovative, and well integrated into its context. The urbanistic solution is logical and functional, though it may show minor shortcomings in overall elaboration.

The technological quality is above standard, emphasizing energy-efficient and sustainable materials, effective energy solutions, and safety measures. However, some elements of the design could be further optimized or handled in a more innovative way.

The jury sees the submitted Professional Approach as an indication that the

participant has the potential to deliver a very good professional-level design.

Category 3 (13 – 10 points)

According to the professional opinion of the jury, the participant's projects demonstrate a good level of architectural and technological quality, but with noticeable shortcomings in certain areas.

The architectural design meets basic requirements, is aesthetically and urbanistically adequate, but lacks a higher degree of originality or a more comprehensive response to the context.

The technological solution meets common standards but does not fully exploit the potential of modern technologies, innovative materials, or an efficient construction system. Sustainability and energy efficiency are satisfactory but could be more fully developed.

The presented projects offer a certain degree of assurance, but in the context of the highest expected standards, they are not entirely convincing.

Category 4 (9 – 0 points)

According to the professional opinion of the jury, the participant's projects exhibit a standard level of architectural and technological quality that meets requirements, but without any significant added value.

The architectural solution is functional and urbanistically adequate, but lacks aesthetic value, thoughtful integration into its surroundings, or a creative approach.

The technological solution is basic, fulfilling minimum norms, but does not demonstrate any ambition to use innovative materials, energy-efficient systems, or sustainable solutions. The construction system is conventional, without emphasis on efficiency or adaptability.

The presented projects provide only limited assurance that the participant would be able to develop a proposal in line with the highest expectations of the jury and the contracting authority.

**7.4.5. Evaluation and Invitation**

The jury will select a maximum of five (5) of the highest-rated Professional Approaches and recommend their authors for invitation to the next phase of the competitive dialogue. The contracting authority expects to send invitations to selected participants within 14 days after the deadline for submitting the Professional Approach.

**7.4.6. Exclusion**

Participants not selected by the jury will be excluded from the procurement procedure.

**7.5. Competitive dialogue – workshops**

**7.5.1. Invitation to the next stage**

Selected participants advancing to the next phase of the competitive dialogue will be invited to prepare a detailed design proposal. This will include the architectural design, a technological concept, an estimate of future operational costs, and a qualified estimate of construction and investment costs. The proposal will also contain the offer price for the preparation of all project documentation stages.

**7.5.2. Deadlines and requirements**

The dates and locations of the workshops will be definitively specified in the invitations to participate.

The briefing materials, requirements, and scope for the elaboration of the design proposal will also be provided and detailed in those invitations.

The competitive dialogue may be extended with an additional consultation

workshop if the jury considers it important for selecting the best proposal.

#### **7.5.3. Workshop 1 – Site visit**

A visit to the project site will be organized as a joint working meeting with all selected participants. The aim is to explain the technical conditions and limitations, and to clarify or refine the tender documentation and contract if needed. Preliminary date: **1. 6. 2026**.

#### **7.5.4. Workshop 2 – Mid-term consultation presentations**

Participants will be invited to an in-person mid-term presentation of their developed design proposals. The aim is to present and individually consult on their proposals with the jury.

Each participant may also discuss and comment on the draft contract, whose wording may be adjusted by the contracting authority based on the participant's suggestions. Preliminary date: **22. 7. 2026**.

#### **7.5.5. Invitation to submit final offers**

After the design elaboration and consultation phase, the contracting authority will invite all participants to submit their final offers in the competitive dialogue. The invitation will include confirmation of the final deadline for submission, recommendations for further refinement, requirements for the content and scope of the final proposal, and the date of the final presentation before the jury. It is anticipated that invitations to submit final offers will be sent to participants approximately 21 days after the last workshop.

### **7.6. Submission of offers – final proposal**

#### **7.6.1. Method of submission**

Participants shall submit their offer both electronically via the designated electronic tool and physically as a hard copy to the address specified in the invitation to submit offers, within the deadline stated therein.

Offers that do not comply with the method of submission outlined in this procurement documentation will not be considered as submitted and will not be taken into account.

#### **7.6.2. Deadline for final offer submission**

The **anticipated** deadline for submission of the final offer is **4. 9. 2026 at 14:00**. Submission means the final uploading of all documents to the electronic tool, and timely physical delivery of the offer to the address specified in the invitation. Offers received after the deadline will not be considered submitted and will not be taken into account. It is the sole responsibility of the participant to ensure timely submission.

#### **7.6.3. Review of offers**

The opening of offers will be non-public. A designated reviewer will conduct a basic examination of the submissions in terms of completeness. A report on this review will be prepared and submitted to the jury.

#### **7.6.4. Clarification of offers**

Pursuant to § 69 paragraphs 7 and 8 of the Act, the contracting authority may invite a participant to clarify, specify, or adjust their offer. It may also negotiate with the selected contractor to confirm the offer and refine the contractual terms, provided this does not result in a change to the offer or procurement conditions that would endanger fair competition or have discriminatory effects.

#### **7.6.5. Final proposal presentation**

After the offer submission deadline, participants will present their final proposals individually and in person before the jury during its evaluation meeting. The date of the presentation will be specified in the invitation to submit the final offer.

### **7.7. Outcome of the competitive dialogue**

The jury will evaluate the offers based on the predefined criteria detailed in Section 10 of this tender documentation. The jury will select the winning proposal and award prizes in accordance with this documentation.

The decision of the jury is binding for the contracting authority.

The contracting authority expects the result of the competitive dialogue to be the selection of a single solution that fully meets the needs and requirements of the contracting authority. Submission of alternative final offers is not permitted.

## **8. Conclusion of the competitive dialogue**

### **8.1. Selection of the contractor**

#### **8.1.1. Evaluation report**

The jury shall prepare and approve an evaluation report, which shall include in particular:

- Identification of the procurement procedure;
- List of jury members assessing the professional approaches and the attendance list from the meeting;
- List of assessed professional approaches and the minutes of the meeting;
- Result of the evaluation of professional approaches;
- List of jury members assessing the final offers and the attendance list from the meeting;
- List of evaluated offers and the minutes of the jury session;
- Individual evaluation of the offers;
- Summary evaluation of the offers;
- Result of the offer evaluation

#### **8.1.2. Request for submission of documents by the selected contractor**

After approval of the evaluation report, the contracting authority shall invite the selected contractor to submit, within 30 days, documents proving the ultimate beneficial owner and other documents required for contract conclusion, including simple copies of the following qualification documents::

- a) Extract from the criminal record;
- b) Confirmation from the relevant tax authority of no tax arrears;
- c) Confirmation from the relevant social security office of no arrears on insurance or penalties;
- d) Extract from the commercial register, or a sworn statement if not registered;
- e) For excise duty and health insurance, a sworn statement of no arrears on insurance or penalties.

The contractor is entitled, under § 45(3) of the Public Procurement Act, to submit an equivalent document under the law of its country of establishment. Such document shall be submitted with a simple translation into Czech. If the required document is not issued in the respective legal system, a statutory declaration may be provided instead.

#### **8.1.3. Decision on the selection of the contractor**

The contracting authority is bound by the opinion of the jury pursuant to § 42(1) of the Act when selecting the most suitable proposal.

The contracting authority shall decide on the selection of the contractor within 20 days of submission of the required documents by the selected contractor.

#### **8.1.4. Notification of the contractor selection**

The contracting authority shall notify all participants of the competitive dialogue

about the selected contractor without undue delay (within 10 calendar days from the decision) via the electronic tool. The evaluation report shall be attached to the notification.

### **8.2. Disclosure of the competition proposals**

As of the date of publication of the selected proposal in the electronic tool, a 15-day period begins during which all proposals will be made accessible. They will be published online on the website of the competition administrator: [www.cceamoba.cz](http://www.cceamoba.cz).

### **8.3. Conclusion of the competitive dialogue**

The competitive dialogue is concluded upon signing the contract with the selected contractor. In case of cancellation, the dialogue is considered concluded at the moment specified in § 51(2) of Act No. 134/2016 Coll.

### **8.4. Cancellation of the competitive dialogue**

The contracting authority reserves the right to cancel the competitive dialogue. If the cancellation occurs after the invitations to Workshop 1 have been sent, the participants will be reimbursed for reasonably incurred costs associated with their participation, based on a written request submitted to the contracting authority. The contracting authority is obliged to compensate each invited participant who demonstrates that they have developed or are developing a competition proposal. The compensation is considered to be a proportional share of the total amount of CZK 2,500,000. The specific amount will be decided by the contracting authority in cooperation with the jury; however, the maximum amount per participant is CZK 450,000.

### **8.5. Payment of prizes**

The prizes will be paid no later than 50 calendar days from the conclusion of the competitive dialogue. In the event of cancellation of the dialogue, the compensation will be due within 50 calendar days from the date of cancellation.

### **8.6. Publication of proposals**

The contracting authority will publish the competition proposals online at [www.cceamoba.cz](http://www.cceamoba.cz) and also anticipates organizing a public exhibition of all submitted proposals within 60 days of the conclusion of the competitive dialogue.

## **9. Contract and subsequent commission**

### **9.1. Conditions for concluding the contract for the subsequent commission**

#### **9.1.1. Submission of documents proving compliance with the participation requirements**

The selected participant invited by the contracting authority to conclude the contract is obliged to provide proper cooperation necessary for the timely conclusion of the contract. This includes, in particular, providing all information required for the contract preparation, submitting all documents (simple copies) proving compliance with the participation requirements set out in Article 5 of this tender documentation, submitting documents requested prior to the conclusion of the contract, and ensuring the signing of the contract.

### **9.1.2. Insurance contract**

The contracting authority requires the selected participant to submit, prior to the conclusion of the contract, a copy of an insurance contract, insurance certificate, or an equivalent document proving that the selected contractor holds liability insurance for damages caused to third parties during the execution of the public contract, with a minimum coverage limit of CZK 20,000,000.

The contractor is not required to submit the insurance contract as part of the offer.

### **9.2. Terms of the contract for the subsequent commission**

The wording of the contract is proposed by the contracting authority as part of the tender documents and may be amended during the competitive dialogue based on suggestions from the participants or the jury. The final version of the contract for work will be attached to the invitation to submit the final offer.

The contract will be issued in Czech.

### **9.3. Scope of the subsequent commission**

The contracting authority intends to award the contract based on the outcome of the competitive dialogue in accordance with the architect's service standards of the Czech Chamber of Architects (CCA):

<https://www.cka.cz/sluzby/clenum/standardy-vykonu-a-dokumentace>

The scope of the subsequent commission will be specified based on the course of the dialogue in the contract for work, which will be annexed to the invitation to submit the final offer.

## **10. Evaluation criteria**

### **10.1. Evaluation of offers by the jury**

The jury will assess the offers based on the criteria listed below. Since these criteria cannot be expressed numerically or precisely, their fulfilment will be evaluated by the jury based on the knowledge and experience of its members. By participating in this competitive dialogue procedure, the participants agree to the proposed method of evaluation, which reflects the nature of the services requested by the contracting authority (including the method for reducing the number of participants during the competitive dialogue).

The evaluation criterion is the overall quality of the offer. The overall quality will be assessed based on the ratio of the offer price to the quality of the architectural design. The sub-criteria of architectural design quality are listed without order of importance.

### **10.2. Sub-criteria**

Description:	Weight in %
<u>1. Total offer price in CZK excluding VAT</u>	30%
<u>2. Quality of the architectural design</u>	70%
2.1 Urban and architectural quality	
2.2 Concept of technological and operational design	
2.3 Investment costs	

### 10.3. Method of evaluating individual sub-criteria

#### 10.3.1. Criterion "Total offer price in CZK excluding VAT (weight 30 %)"

For this sub-criterion, the lowest offered price excluding VAT will be awarded 100 points. Other evaluated offers will be scored according to the following formula:

$$100 \times \frac{\text{lowest offer price in CZK excl. VAT}}{\text{offer price of the evaluated offer in CZK excl. VAT}}$$

The result will be rounded to two decimal places. The final score for this sub-criterion will then be weighted (i.e. multiplied by 0.30).

#### 10.3.2. Criterion "Quality of the architectural design" (weight 70%)

The most suitable design will be awarded 100 points. Each other bid will be awarded a score on a scale from 1 to 100 that reflects the degree of deficiencies compared to the best-rated design. Multiple offers may receive the same score. The best-rated offer receives 100 points; all other offers receive proportionally fewer points according to the following formula:

$$100 \times \frac{\text{score of the evaluated offer for architectural design}}{\text{score of the best-rated offer for architectural design}}$$

The result will be rounded to two decimal places. The final score for this sub-criterion will then be weighted (i.e. multiplied by 0.70).

##### — Sub-criterion 2.1 – Architectural quality

This sub-criterion will assess the overall architectural quality of the design, in particular the originality of the architectural concept, its appropriateness, and contextual sensitivity. Key aspects include the relationship of the design to its surroundings, integration into the urban fabric, respect for the scale and character of the environment, as well as thoughtful layouts, space efficiency, and adaptability to future needs. The design's potential to enhance the quality of public space and to adequately support social interactions will also be evaluated. Proposals demonstrating a high degree of originality and aesthetic value while respecting the character of the site and broader urban context will be rated more highly. A well-thought-out layout and functional solution that contributes to the efficient and flexible use of space will also be an advantage. Architecture that strengthens the identity of the place, enriches public space, and creates a welcoming environment for users and the wider community will be viewed positively.

##### — Sub-criterion 2.2 – Technological and operational concept

This sub-criterion will assess the quality of the building's technological concept and its operational efficiency, focusing particularly on the optimisation of technical and operational solutions with an emphasis on long-term economic and environmental sustainability. Important aspects of evaluation include the use of renewable energy sources, minimisation of energy demand, environmental impact of the building, and suitability of materials used in terms of durability, sustainability, and construction efficiency.

Proposals that specifically reduce energy consumption, use sustainable materials, and incorporate intelligent technical solutions that ensure long-term operational efficiency will be rated more highly. Emphasis will be placed on

effective use of renewable energy sources, high-quality indoor environments, and structural solutions that support the building's longevity. Proposals that combine modern technologies with ecological and economical approaches, while also ensuring user comfort and safety, will be viewed favourably.

— Sub-criterion 2.3

This sub-criterion will assess the economic aspects of the design, in particular the expected investment costs (a realistic estimate of construction costs in relation to the expected quality and scope of the project), the efficiency of the funds spent (the ratio between the quality of the design, the technologies used and the total investment costs) and long-term economic sustainability (operating costs of the building in the context of its life cycle).

Proposals that offer a balance between the quality of the architectural and technological solutions and a reasonable level of investment costs will be better evaluated. Preference will be given to designs that offer long-term economically efficient solutions, reduce future operating costs and take into account the entire life cycle of the building. Designs that use innovative but economically rational approaches to construction and materials will also be advantageous.

**10.3.3. Overall evaluation of offers**

The scores awarded in the individual evaluation criteria ("Total offer price in CZK excluding VAT" and "Quality of the architectural design") will be added together. The tenders will be ranked in descending order according to the total score received. The offer with the highest total score will be considered the most overall advantageous.

In the event that multiple participants receive the same total score, the offer with the higher score in the sub-criterion "Total offer price in CZK excluding VAT" shall be considered more advantageous.

## **11. Other provisions**

### **11.1. Intellectual property rights**

#### **11.1.1. Protection of copyright in the participant–contracting authority relationship**

The authors of the competition proposals retain their copyright. They may publish their proposals after the conclusion of the competitive dialogue and may reuse them in other contexts.

#### **11.1.2. Reproduction and exhibition of proposals within the competitive dialogue**

By submitting their competition proposals, participants give their consent to the free reproduction and exhibition of their proposals for the purposes of promoting the competitive dialogue and its results.

#### **11.1.3. Ownership of the competition proposals**

By submitting their proposals, participants grant the contracting authority the right to use their copyrighted works for the purposes of this competitive dialogue. The submitted proposals (both physical and digital versions, including identification documents) become the property of the contracting authority. Proposals will not be returned to participants and will remain part of the documentation of the procurement process.

The use of the competition proposals or their parts for any purposes other than those defined in this tender documentation requires the express permission of the authors.

## **11.2. Dispute resolution**

### **11.2.1. Objections**

Participants may raise objections against the contracting authority's procedures in the procurement process in accordance with Part Thirteen of the Act or in accordance with the Czech Chamber of Architects' Competition Code.

### **11.2.2. Proposal for review proceedings**

The requirements for filing a proposal to initiate review proceedings and the complainant's further procedure are governed by Section 249 et seq. of the Act.

## **11.3. Acceptance of the tender documentation**

### **11.3.1. Agreement by the contracting authority, competition administrator, jury, and, auxiliary bodies, and invited experts**

By participating in the competitive dialogue, the contracting authority, the administrator, the auxiliary bodies of the jury, the jury members, and invited experts confirm that they have familiarised themselves with all the terms of the competitive dialogue and undertake to honour and comply with this tender documentation as a binding agreement.

### **11.3.2. Agreement by the participants**

By submitting their request to participate, participants express their agreement with all the terms and conditions of the competitive dialogue.

## **11.4. Responsible public procurement**

When formulating the tender conditions, including the rules for evaluating offers and selecting the contractor, the contracting authority proceeded in a manner that maximised the principles of socially responsible procurement, environmentally responsible procurement, and innovation as defined by the Act. The competitive dialogue is conducted in accordance with the principles of responsible public procurement: participation requirements are limited to the essential minimum, thereby enabling the participation of small and medium-sized enterprises (principle of socially responsible procurement); environmentally sustainable solutions are encouraged (principle of environmentally responsible procurement); and the requirements set out in Annex P.01 Outline Brief are non-binding recommendations, thus promoting an innovative approach to the subject of the competition (principle of innovation).

The contracting authority requires the contractor, in the performance of the public contract, to ensure equivalent payment terms for subcontractors as those agreed between the contractor and the contracting authority. The responsible procurement element and the related obligations of the contractor are defined in the binding draft contract (equal payment terms within the supply chain).

To reduce administrative burden on contractors when preparing offers, the contracting authority allows the use of template documents, which are annexed to this tender documentation (reducing administrative burden when preparing the tender).

## **11.5. Conflict of interest**

Participants in the procurement procedure shall submit, as part of their request to participate, a sworn statement confirming that neither they nor any subcontractor through whom they demonstrate professional or technical qualifications (if applicable) has violated the requirement under § 4b of the Conflict of Interest Act. A template declaration is provided in Annex PP.02 – Sworn statements to this tender documentation.

### **11.6. Restrictive measures related to international sanctions**

Participants in the procurement procedure shall submit, as part of their request to participate, a sworn statement confirming that neither they nor their subcontractors are subject to international sanctions. A sample declaration is provided in Annex PP.02 – Sworn Statements to this tender documentation. For each subcontractor or other person under § 83 of the Public Procurement Act who will perform more than 10% of the contract value, the participant must submit a sworn statement from such subcontractor or person confirming they are not subject to international sanctions and stating the identity of their ultimate beneficial owner. A template of this declaration is also provided in Annex PP.02 – Sworn statements.

## **12. Request to participate**

### **12.1. Mandatory requirements**

The following constitutes a mandatory requirement:

- Timely submission of the request in accordance with this tender documentation.

Failure to comply with this requirement shall result in exclusion from the competitive dialogue.

### **12.2. Content**

The request to participate serves for the precise identification of the participant. The participant may consist of one or more natural or legal persons, a combination thereof, or may include subcontractors. Once identified in this way, the participant shall remain unchanged throughout the course of the dialogue and shall become the contracting party when concluding the contract for the follow-up public contract.

The request to participate must also include documentation proving compliance with all conditions for participation in the competitive dialogue as specified in Section 5 of the tender documentation. The request must contain the following documents:

- PP.01 Identification Data – to be submitted with the request to participate;
- Consortium Agreement – required only in the case of multiple participants submitting a joint request to participate;
- PP.02 Sworn statement; including a template of the Written Commitment – in cases where professional or technical qualifications are demonstrated through another entity;
- Proof of authorisation to conduct business in the field of “Project activities in construction” (extract from the Commercial Register);
- Proof of professional qualification (“Authorisation”);
- PP.05 Reference projects.

### **12.3. Submission**

All parts of the request to participate must be submitted electronically only, via the designated electronic tool, in PDF/JPG format.

### 13. Professional approach

#### 13.1. Mandatory requirements

The following constitutes a mandatory requirement:

– Timely submission in accordance with the tender documentation

Failure to comply with this requirement shall result in exclusion from the competitive dialogue.

#### 13.2. Content

The professional approach to the contract solution must be submitted using the template provided as Annex PP.06 – Professional Approach template of this tender documentation.

The template includes a specified number of pages designated for the professional approach. Any additional pages will not be presented to the jury.

#### 13.3. Submission

The professional approach must be submitted electronically only, via the designated electronic tool, in PDF/JPG format.

### 14. Final offer

#### 14.1. Mandatory requirements

The following constitutes a mandatory requirement:

– Timely submission in accordance with the invitation to submit a final offer

Failure to comply with this requirement shall result in exclusion from the competitive dialogue.

#### 14.2. Content

Requirements and recommendations regarding the final offer will be specified by the jury in the invitation to submit the final offer, which will be issued after the last workshop.

The final offer shall include, in general terms:

– PP.07 Cover Sheet

– PP.03 Follow-up contract for work– either a scan of the physically signed contract or a PDF version with an electronic signature

– Competition proposal – to be submitted to the jury on 4 x B1 panels in portrait format, accompanied by a booklet providing a more detailed description of the design.

Documents already submitted by the participant as part of the Request to Participate are available to the administrator and do not need to be resubmitted with the final offer.

#### 14.3. Submission

The final offer must be submitted electronically in its entirety. At the same time, printed versions of the Panels and the Booklet must also be submitted in hard copy. In the event of any discrepancies between the electronic and physical versions, the hard copy shall prevail for the relevant parts of the proposal.