

Competition Conditions

Kulturní středisko města
Ústí nad Labem
is launching a design
competition:
National house Ústí nad Labem
and issues these
Competition Conditions

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Abstract

Contracting authority	Kulturní středisko města Ústí nad Labem
Competition type	Design competition with preselection
Request for participation deadline	25. 9. 2026, 2.00 pm
Proposal submission deadline	27. 11. 2026, 2.00 pm
Prizes total	CZK 550.000,-
Electronic tool	E-zak
Conditions of participation	
Professional qualification	Authorization to perform project activities in construction, as defined by the Czech Chamber of Architects – A1 or A0 (or equivalent foreign)

„**National house Ústí nad Labem**“ is an one-phase architecture design competition with preselection followed by commission,

which is announced and will be conducted in accordance with Czech law, in particular:

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

The competition conditions also meet the requirements of the “New European Bauhaus”.

Approval of Competition Conditions

Jury approval

The competition conditions were discussed by the jury at the constitutive meeting held on 7. 7. 2026. The conditions were subsequently approved by the jury via per rollam voting initiated on 15. 7. 2026.

Czech Chamber of Architects approval

The Czech Chamber of Architects issued a regularity clause to the competition conditions on 11. 8. 2026 by letter No. 327-2026/DM/KS

Contracting authority approval

The competition conditions were approved by the contracting authority on 18. 8. 2026.

1. Identification data

1.1. Contracting authority

Name	Kulturní středisko města Ústí nad Labem
ID	00673803
Address	Velká hradební 619/33, Ústí nad Labem – centrum
400 01 Ústí nad Labem	
Represented by	Jan Kvasnička, director

1.2. Public contract

Name	National house Ústí nad Labem
Type and mode	above-threshold public contract for services
Contracting authority's profile	https://zakazky.usti.cz/profile_display_1325.html

1.3. Administrator

Name	MOBA studio s.r.o.
ID	61459712
Address	Turkmenská 1420/2, 101 00 Praha 10
Represented by	Igor Kovačević, CEO
Data box ID	mb5cici
Elaborators of the competition conditions and competition brief	Kamila Dršata Karin Grohmannová Katka Juříčková Šrámková Igor Kovačević Yvette Vašourková

2. Jury

2.1. Jury – dependent part

Věra Nechybová – deputy mayor of Ústí nad Labem
Tomáš Vlach – deputy mayor of Ústí nad Labem
Jan Kvasnička – director of Kulturní středisko města Ústí nad Labem
Barbora Havrlová – city architect's office, alternate
Jan Vítek – Kulturní středisko města Ústí nad Labem, alternate

2.2. Jury – independent part

Michaela Horáková – architect
Veronika Kommová – architect
Pavol Paňák – architect
Jan Proksa – architect
Miroslav Pazdera – architect, alternate

2.3. Auxiliary bodies of the jury

Competition secretary
Igor Kovačević, MOBA studio s.r.o.
ask@cceamoba.cz
Proposal reviewer
Karin Grohmannová, MOBA studio s.r.o.

2.4. Invited experts

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

3. Prizes

3.1. Total

The total amount for prizes is set at CZK 550.000,-.

3.2. Prizes

First prize – selected proposal

The first prize is set at CZK 200.000,-.

Second prize – selected proposal

The second prize is set at CZK 150.000,-.

Third prize – selected proposal

The third prize is set at CZK 100.000,-.

Fourth prize

The fourth prize is set at CZK 50.000,-.

Fifth prize

The fifth prize is set at CZK 50.000,-.

3.3. Redistribution or non-award of prizes

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

3.4. Reimbursement of costs

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

4. Design competition

4.1. Type

4.1.1. By subject

The competition is announced as an architectural design competition.

4.1.2. By range of participants

The competition includes a preselection stage.

4.1.3. By number of phases announced

The competition is announced as a one-phase competition.

4.1.4. By intention

The competition will be followed by a commission.

4.2. The competition will be conducted anonymously once the participants have been selected.

4.3. Competition language

The competition will be announced and conducted in Czech and English.

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

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

5. Competition brief

5.1. Subject of the competition

The subject of the competition is a design for the refurbishment of the National House in Ústí nad Labem, which is to become a contemporary, versatile, multi-purpose centre that attracts the city's young residents.

The requirements for the competition design are outlined in Annex P.01 – Competition Brief and are to be considered as recommended guidelines. The competition brief is in line with the principles of responsible public procurement: minimising participation requirements to enable the involvement of small and medium-sized enterprises (principle of socially responsible procurement), promoting environmentally friendly solutions (principle of environmentally responsible procurement), and encouraging innovation through the use of recommended – not mandatory – design requirements (principle of innovation).

5.2. Purpose and aim of the competition

The purpose of the competition is to select and award the most suitable proposal that meets the contracting authority's requirements as stated in these competition conditions and documents.

The competition also serves as a basis for awarding prizes and selecting participants with whom the contracting authority will enter into a Negotiated Procedure without prior call for competition without prior publication in accordance with §143(2) and §65 of the Public Procurement Act (hereinafter referred to as the „NPWP“).

The aim is to find a partner capable of delivering a high-quality project, from design development to successful implementation.

5.3. Place of performance

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

5.4. Duration of performance

The expected duration of the follow-up public contract is 5 years.

5.5. Estimated investment costs

The estimated investment costs for the construction project are 50 million CZK excluding VAT; the costs for audiovisual technology, amounting to 60 million CZK excluding VAT, are not included in the investment costs. The tender process will verify the amount of the investment costs for the construction project and update it if necessary.

6. Terms of participation

6.1. Participant

A competition participant may be either a natural person or legal entity, or a consortium thereof. The participant(s) shall be identified in the competition by completing Annex PP.01 – Identification Data. The entity identified in this way shall be the one with whom the contracting authority will negotiate during the NPWP and with whom the subsequent contract will be signed.

6.2. Conditions for participation and proof thereof

6.2.1. Conditions set out by the CCA's Competition Rules

Each participant must meet the conditions set forth in § 3(2) of the Competition Rules of the Czech Chamber of Architects (detailed in Annex PP.02).

6.2.2. Basic eligibility

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

6.2.3. Professional qualification

To be provided by only one of the participants listed in document PP.01.

- a) In accordance with § 77(1) of the Act, this participant must be registered in the Commercial Register or a similar register, where required by applicable legal regulations (this does not apply to natural persons or to legal persons based in countries where such registration is not required).
- b) Under § 77(2)(a) of the Act, this participant must hold a business licence relevant to the subject of the competition, at a minimum for activities in the field of construction project design (this does not apply to those practising architecture as a liberal profession, or to those based in countries where such licensing is not required by law).
- c) Pursuant to Section 77(2)(c) of the Act, this participant must have a person on their team who is a licensed architect under the Act on the Performance of Profession (Czech Chamber of Architects authorization levels A1 or A0), or, alternatively, a licensed architect under the law of the country of which they are a citizen.

The participant shall prove professional qualification under § 86(2) of the Act by completing Annex PP.02 – Sworn statement.

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

Where the participant is composed of multiple natural persons, each must individually meet the requirements of the CCA Competition Rules pursuant to section 6.2.1 and the basic eligibility requirements pursuant to section 6.2.2. Professional qualifications pursuant to section 6.2.3 must be met collectively, i.e., at least one member must fulfil the requirement.

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

Where the participant is composed of multiple legal entities, each must individually fulfil the requirements of section 6.2.1, 6.2.2, and 6.2.3(a). Requirements under sections 6.2.3(b) and (c) must be met collectively, i.e., by at least one of the legal entities.

6.5. Proof of professional qualification via a third party

The participant may prove professional qualification pursuant to section 6.2.3 through reliance on a third party. The third party must commit in writing to cooperation with the participant and must meet the basic eligibility criteria and the requirements of the CCA Competition Rules. A template for the Written Commitment is included in Annex PP.02 Sworn statement.

6.6. Proof of compliance by foreign participants

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

6.7. Entry in the list of qualified contractors

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

- a) basic eligibility under § 74 of the Act;
- b) professional qualification under § 77 of the Act, to the extent documented in the extract.

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

6.8. Certificate of a certified contractor

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

6.9. Consequences of failure to meet the conditions for participation

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

7. Competition documents

7.1. Availability

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

Contact person for the competition

The contact person for competition participants is the competition administrator or the competition secretary: Igor Kovačević, ask@cceamoba.cz

Registration in the electronic tool

Although the competition conditions and documents are freely accessible in the electronic tool, registration in the electronic tool is required to submit a proposal. This registration is free, but may require actions that could take several days. The contracting authority strongly recommends that participants register well in advance.

An electronic encryption key, if required, will be generated and published on the contracting authority's profile along with the competition documentation.

7.2. Q&A

Participants are entitled to request a written explanation of the competition conditions from the contracting authority – a question. Both the question and the answer will be published, without disclosing the identity of the inquirer, on the contracting authority's profile. The contracting authority may provide a clarification without a prior request.

7.2.1. Submitting questions via the electronic tool

Participants may submit questions in writing through the electronic tool.

7.2.2. Submitting questions via Email

Participants may alternatively submit questions in writing to the administrator's email address (ask@cceamoba.cz) with the subject „NDU–QUESTION“.

7.2.3. Deadline for submitting questions

In accordance with § 144(2) of the Act, the contracting authority will publish the explanation of the competition conditions on the contracting authority's profile at least 14 calendar days before the deadline for submission of proposals. Therefore, questions may be submitted no later than three business days before the end of the 14-day period prior to the submission deadline for proposals.

7.3. Competition documents

7.3.1. Documents for elaborating the competition proposal

P.01. Competition brief (pdf)

For selected competitors:

P.02. Maps (dwg)

P.03. 3D Model (dwg, 3dm, skp)

P.04. Building survey (dwg)

P.05. Orthophoto (jpg)

P.06. Related surveys and studies (pdf)

P.07. Balance sheet for filling in basic building indicators (xls)

7.3.2. Administrative documents

PP.01 Identification Data – template to fill in (pdf)

PP.02 Sworn Statement – template to fill in (pdf)

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

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

7.3.3. Use of the competition documents

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

8. Schedule and process of the competition

8.1. Competition launch

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

8.2. Publication of the competition – electronic tool

The competition will be published on the contracting authority's profile from the date of publication in the Public Procurement Bulletin. Communication

between participants and the contracting authority, including the submission of the electronic part of the proposal, will take place via the contracting authority's profile. Registration in the electronic tool is required to participate in the competition (see point 1.2).

8.3. Site visit

A site visit to the competition area will be organised on 16 October 2026.

8.4. Request to Participate

8.4.1. Format of the request

Applicants shall submit a request to participate in the competition, providing their details, a maximum of 2 reference projects, and a sworn statement as proof of fulfilling the conditions for participation in the competition, following the PP.02 template (details on the request for participation are provided in section 13).

8.4.2. Method of submitting the request

The request should be submitted as a single PDF file named "NDU-Request-[participant's name]" via the electronic tool.

8.4.3. Deadline for submitting the request

The deadline for submitting requests to participate is **25 September 2026, 2.00 pm (CET)**, determined by the time of receipt by the electronic tool.

8.4.4. Late submission

If the request is not submitted within the specified deadline or in the manner prescribed in these competition conditions (i.e., via the electronic tool), it will not be considered submitted, and no further consideration will be given to it during the competition process.

8.5. Reducing the number of participants

The contracting authority will assess the compliance of the request with the competition conditions and will reduce the number of participants based on the jury's opinion in accordance with § 111 of the Act.

The contracting authority will exclude participants whose requests do not meet the competition conditions and those not selected during the reduction process under § 111 of the Act.

8.6. Evaluation of requests to participate

The jury will evaluate the reference projects submitted in the request based on two criteria:

- Quality of the architectural design;
- Quality of the reference projects in terms of sustainability and the technical standard of the design.

8.6.1. Evaluation Method

Each participant's two reference projects will be assessed as a whole by the jury, according to the above criteria, without any hierarchy of significance and with equal weight. Each request to participate will be awarded a score from 0 to 20 points, with 20 points representing the highest degree of fulfilment. The total score reflecting the jury's expert opinion will determine the ranking and will categorize the requests into the four categories described below. Given that the evaluation criteria cannot be expressed numerically, and that the 0–20 point scale is used solely as a proportional expression of the degree of fulfilment of the criteria, requests to participate will be assessed by the expert jury based

on the knowledge and experience of its members. While this evaluation will be carried out with maximum professionalism, it still represents the jury's subjective opinion. By participating, applicants agree to this proposed method of evaluation (including the participant preselection process).

8.6.2. Categories of reference projects for jury evaluation of requests to participate

Category 1 (20–18 points)

In the professional opinion of the jury, the participant's reference projects, considered as a whole, demonstrate the highest level of architectural quality compared with the reference projects presented by the other participants. The comprehensiveness of the approach to the site, the quality and diversity of public spaces and the newly proposed development, while ensuring sustainability, functionality and flexibility, are entirely convincing and appropriate to the context, function and significance of the site. The reference projects also demonstrate a very high level of aesthetic and technical quality.

The jury considers the submitted Request to Participate to provide assurance that the participant will prepare the competition proposal to the highest professional standard.

Category 2 (17–14 points)

In the professional opinion of the jury, the participant's reference projects, considered as a whole, demonstrate a very high level of architectural quality compared with the reference projects presented by the other participants. The comprehensiveness of the approach to the site, the quality and diversity of public spaces and the newly proposed development, while ensuring sustainability, functionality and flexibility, are convincing and appropriate to the context, function and significance of the site. The reference projects also demonstrate a high level of aesthetic and technical quality.

The jury considers the submitted Request to Participate to provide a basis for expecting the participant to prepare the competition proposal to a very good professional standard.

Category 3 (13–10 points)

In the professional opinion of the jury, the participant's reference projects, considered as a whole, demonstrate a high level of architectural quality compared with the reference projects presented by the other participants.

The comprehensiveness of the approach to the site, the quality and diversity of public spaces and the newly proposed development, while ensuring sustainability, functionality and flexibility, are to some extent convincing and appropriate to the context, function and significance of the site. The reference projects also demonstrate sufficient aesthetic and technical quality.

The projects submitted provide a certain degree of assurance regarding the subsequent preparation of the proposal; however, in the context of the highest expected standards, this assurance is not entirely convincing.

Category 4 (9–0 points)

In the professional opinion of the jury, the participant's reference projects, considered as a whole, demonstrate a standard level of architectural quality compared with the reference projects presented by the other participants. The comprehensiveness of the approach to the site, the quality and diversity of public spaces and the newly proposed development, while ensuring sustainability, functionality and flexibility, are not entirely convincing or appropriate to the context, function and significance of the site. The reference

projects also demonstrate a standard level of aesthetic and technical quality. The projects submitted provide only limited assurance that the subsequent proposal will be prepared in accordance with the highest expectations of the jury and the contracting authority.

The jury will recommend that the contracting authority invite participants whose reference projects were categorized as Category 1 to submit competition proposals.

8.7. Invitation to submit a proposal

Based on the decision of the contracting authority, 5 participants will be invited to submit a proposal via the electronic tool on 5 October 2026.

8.8. Submission of the proposal

8.8.1. How to submit

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

The physical submission has to be delivered to the address of the competition administrator:

CCEA MOBA, U Půjčovny 953/4, 110 00 Praha 1;

Monday to Friday 10:00 – 17:00,

on the final submission day 10:00 – 14:00.

All components of the printed submission will be enclosed in one package labelled „National house Ústí nad Labem“.

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

8.8.2. Submission deadline

The deadline for the submission of proposals is 4 November 2026, 2.00 pm (CET). This deadline applies to both the electronic and physical submission.

8.8.3. Late submission

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

8.9. Proposal review

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

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

8.10. Jury evaluation meeting

The exact date of the evaluation meeting will be determined during the course of the competition. The jury will assess the proposals according to the quality criteria defined in these competition conditions. The jury will award prizes in accordance with these competition conditions.

8.11. Evaluation report

The evaluation report shall include in particular the following:

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

The evaluation report is signed by all present jury members.

9. End of the competition

9.1. Decision and announcement of the competition results

9.1.1. Decision on the selection of the proposal

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

9.1.2. Notification of competition results

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

9.2. Access to competition proposals

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

9.3. End of the competition

The competition officially ends when:

- a) the deadline for participants to file objections under Sections 241–244 of the Act has passed and no objections were filed;
- b) if objections were filed, the deadline to submit a request for review under Sections 251(2)–(3) has passed and no request was filed;
- c) if a request under Section 251(1) was filed, the decision to terminate the proceedings or reject the request has become final;
- d) the decision to cancel the design competition under Section 263 has become final.

9.4. Cancellation of the competition

The contracting authority has the right to cancel the competition. If so, they are obliged to compensate each participant who proves that their proposal was sufficiently developed before cancellation. Compensation will be a proportional share of the total prize pool (CZK 550.000), decided jointly by the contracting authority and the jury, with a maximum of CZK 100.000 per participant.

9.5. Prize payment

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

9.6. Proposal publication

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

10. Evaluation criteria

10.1. Criteria

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

- Quality of architectural design – comfort and flexibility of use, functional and logical connections in the spatial layout;
- Sustainability quality– management of resources, water and energy use, interaction with the terrain and vegetation, and overall environmental friendliness of the project;
- Technical quality of the proposal – structural, technological, and material solutions;
- Economic efficiency, investment, and operational costs.

10.2. Jury evaluation

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

11. Follow-up negotiation and contract

11.1. Negotiated Procedure without prior call for competition (NPWP)

In accordance with § 143 (2) and § 65 of the Act, the contracting authority will enter into negotiations with the participants awarded first, second, and third prize, in the competition regarding the follow-up contract described below. Participants will be invited to submit offers in the order of their placement. If no agreement is reached with any of the invited participants, the Negotiated Procedure without prior call for competition will be terminated.

11.1.1. Submission of an offer by the participant awarded first prize

The contracting authority will first invite the first prize winner to submit an offer. If

a contract is concluded with this participant, the negotiation procedure ends.

11.1.2. Submission of an offer by the participant awarded second prize

If no agreement on contract conclusion is reached with the participant awarded first prize, the contracting authority will invite the participant awarded second prize to submit an offer. If a contract is concluded with this participant, the negotiation procedure ends.

11.1.3. Submission of an offer by the participant awarded third prize

If no agreement is reached with the participant awarded second prize, the contracting authority will invite the participant awarded third prize to submit an offer. If a contract is concluded with this participant, the negotiation procedure ends.

11.2. Conditions for concluding the follow-up contract

11.2.1. Proof of eligibility

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

If the selected participant is not a Czech citizen or does not have a registered office in the Czech Republic, they must demonstrate compliance with § 7 (1)(b) and § 30a of the Act on the performance of professional activities in construction.

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

11.3. Scope of the follow-up contract

The contracting authority intends to award a contract, based on the results of the competition, for the development of a complete building project, including landscape design, in accordance with the architectural service standards of the Czech Chamber of Architects (CCA): <https://www.cka.cz/sluzby/clenum/standardy-vykonu-a-dokumentace>

FS 1 – Project preparation

FS 2 – Design development – elaboration of the competition proposal

FS 3 – Documentation for building permit

FS 4 – Construction documentation (including demolition works)

FS 5 – List of works and deliverables

FS 6 – Author's supervision

The contract will also include the interior design of the building.

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

The scope of additional services will be specified based on the selected design, to be implemented under a Negotiated Procedure without prior call for competition without prior publication (NPWP).

The expected completion period — i.e., finalisation of the design documentation and obtaining a valid planning permit — is within 30 months from the start of the contract. The contracting authority anticipates launching the procurement for construction works no earlier than 2027.

11.4. Estimated value of the follow-up contract

The fee for the execution of the follow-up contract within the scope defined in these competition conditions, will be determined in the Negotiated Procedure without prior call for competition (NPWP) taking into account the indicative price offers submitted by participants.

The prize awarded in the competition will be counted toward phases FS 1 and FS 2, and will be deducted from the total price for the design services.

12. Other provisions

12.1. Copyright

12.1.1. Protection of authors' rights between participant and contracting authority

Authors retain copyright to their competition proposals. After the competition ends, they may publish and reuse their designs freely.

12.1.2. Reproduction and exhibition of proposals

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

12.1.3. Use of submitted proposals

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

12.2. Dispute resolution

12.2.1. Objections

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

12.2.2. Review procedure

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

12.3. Acceptance of competition conditions

12.3.1. Acceptance by contracting authority, competition administrator, jury, and experts

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

12.3.2. Acceptance by participants

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

13. Request to participate

13.1. Requirements for the Request to participate

13.1.1. Binding requirements

The following requirement is binding:

- timely submission of the request in accordance with the competition conditions.

Failure to meet this requirement will result in exclusion from evaluation by the jury and from the competition.

13.1.2. Non-binding content of the request

The application will be prepared on 7 A3 pages in landscape format and will contain:

Page 1:

- cover page with participant details – studio name and contact details – completion of template PP.01 is sufficient; the page may be designed at the participant's discretion
- free content

Page 2:

- motivation letter answering the question:
- Why should the jury select you to participate in this restricted design competition?
- the text is not expected to exceed 1,000 characters including spaces.

Page 3 - 6:

- max. 2 reference projects (each presented over two pages), using any form of presentation.
- a reference project may be a completed project, a project at any stage of development, a masterplan or other site study, or a competition proposal.
- the following information shall be provided for each project: (1) name and status/type (e.g. completed, project with planning permission, competition proposal, site study registered on [date], etc.), (2) author, and where applicable, the team and collaborating persons, (3) location, (4) date of preparation of the study/design/project and, where applicable, the year in which the relevant project stage was successfully completed, (5) client/developer of the building / commissioner of the study/design/project, (6) construction cost or, where applicable, calculation/estimate of investment costs.
- the reference projects presented should be of a comparable level of complexity. Where a participant is able to present, among their reference projects, a project identical or closely related to the subject of the competition, they are expected to do so. This will also be taken into account in the evaluation of the reference projects.

Page 7:

- Sworn statement (filled-in form PP.02), in which the participant confirms they meet the eligibility criteria for the competition.
- If the eligibility requirements are fulfilled by individual team members, the number of pages may be increased accordingly by attaching additional sworn statements (template PP.02).

Overview of all required parts of the request for participation

		electronically	physically
7 pages A3 format	1 Cover page, participant's details 2 Motivation letter 3-4 Reference project 1 5-6 Reference project 2 7 Sworn statement PP.02	YES as a PDF	NO

14. Competition proposal

14.1. Requirements for the competition proposal

14.1.1. Binding requirements

The following requirements are binding:

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

14.1.2. Recommended Requirements

Requirements not mentioned in the previous point are considered as recommended, and failure to meet them will not result in the proposal being disqualified from evaluation or the participant being excluded from the competition.

It is strongly recommended that the proposal be submitted in full, both in scope and content, as defined by the following sections of this chapter. Incomplete submissions will not result in disqualification, but they will significantly complicate the jury's ability to compare and evaluate the proposal, and therefore diminish the participant's chance of success in the competition.

14.2. Parts of the competition proposal

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

14.3. Main presentation – Panels

14.3.1. Layout

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

14.3.2. Form of submission

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

14.3.3. Recommended content

Panel 1

- Site plan including the ground floor, 1:500;
- Floor plans of all floors at a scale of 1:200;
- Floor plan of the main hall at a scale of 1:100;
- Exploded axonometric view of the building showing the interior.

Panel 2

- At least 2 main cross-sections showing the surrounding terrain 1:200.
- Logistics and routes of individual occupants of the building;
- Any visualisations or other representations.

14.4. Detailed description – Booklet

14.4.1. Layout

The booklet will be arranged in A4 portrait format.

In the lower right corner of the cover page, there will be a blank space of 3 x 3 cm, which the reviewer will use to number the proposal. The title page will include the name of the competition “National house Ústí nad Labem”.

14.4.2. Form of submission

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

14.4.3. Recommended content

- cover page;
- proposal annotation (approx. 500 characters including spaces);
- description of the overall architectural design – including links to the wider surroundings;
- any diagrams relating to the architectural design;
- description of the basic principles of movement within the building, supplies and staff movement;
- description of the energy system;
- site plan / floor plan / sections / section-elevations at a scale of 1:500 with basic dimensions;
- completed balance sheet (see template provided).

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

14.5. PP.01 Identification data

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

14.6. PP.02 Sworn statement

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

The PP.02 Sworn statement has four parts:

- Part 1 – Statement of meeting basic eligibility requirements and compliance

- with CCA Competition Rules;
- Part 2 – Statement of meeting professional qualifications;
- Part 3 – Written commitment in case professional qualifications are proven by another person;
- Part 4 – Declaration on the absence of conflicts of interest and international sanctions.

14.7. PP.04 Non-binding price offer

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

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

14.8. Binding conditions for the anonymity of the competition proposal

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

Overview of all required parts of the proposal

		electronically	physically
<u>Panels</u> 2x B1 format	Main presentation for both the jury and the public; communicates the core ideas of the concept and design as clearly as possible	YES as JPG	YES
<u>Booklet</u> A4 format	Detailed description provides the jury with a deeper and more comprehensive understanding of the proposal, including diagrams, calculations, reasoning, and design explanations that do not fit on the panels	YES as PDF	YES
<u>P.07</u> Balance sheet	Used to fill in basic construction indicators	YES as XLS	YES as part of the booklet
<u>PP.01</u> Identification data	Facilitates the pairing of physical and digital submissions and identifies the participant	YES as PDF	YES
<u>PP.02</u> Sworn statement	Serves to demonstrate the qualification of the participant	YES as PDF	NO
<u>PP.04</u> Non-binding price offer	Non-binding and indicative pricing of the subsequent contract	YES as XLS	NO