

CALL TO SUBMIT AN OFFER IN SMALL-SCALE TENDER PROCEEDINGS

(pursuant to Sec. 12 para. 3 of Act No. 137/2006 Coll. on public tenders)

This does not involve proceedings under Act No. 137/2006 Coll. on public tenders in the valid wording (hereinafter the "APT")

Name of tender:	"Purchase of IT services for National Animal Genetic Bank"
Contracting Authority:	
Contracting Authority:	Institute of Vertebrate Biology, Academy of Sciences of the Czech Republic, v.v.i.
Address of headquarters/place of business/place of permanent residence:	Květná 170/8, 603 65 Brno, Czech Republic
Company ID No.:	68081766
Persons authorized to act in the name of or on behalf of the bidder:	Assoc. Prof. Marcel Honza, Dr.
Contact person:	Pavla Bártová, head of Administration Office
E-mail:	bartova@ivb.cz

Project: **BIOM: Biodiversity Education Centre Mohelský Mill**", Project No. EHP-CZ02-OV-1-025-2015.

Supported by a grant from Iceland, Liechtenstein and Norway.

1. Information on the type and subject of tender and its technical specifications

Name	<p>IT services for National Animal Genetic Bank (NAGB)</p> <p>System including:</p> <p>A. Software for management of NAGB collections (genomic samples)</p> <p>B. Hosting of the data portal for NAGB</p> <p>A. Software for management of NAGB collections</p> <p>Requirements</p> <p>- Software for data input and management of genomic and DNA samples</p>
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	<p>collections</p> <ul style="list-style-type: none"> - Data import from xlsx format - Enables data export to GGBN data portal - Search/edit tool - Specimen tool - Data cleaning tool - Unlimited number of concurrent users <p>Services</p> <ul style="list-style-type: none"> - Technical Support and Maintenance of the software - Import data into software - Bug fixing - Data backup - Providing data to the GGBN Data Portal - Harvesting data for GGBN <p>B. Hosting of the data portal for NAGB</p> <p>Requirements</p> <ul style="list-style-type: none"> - Data portal with search tool, maps and statistics <p>Services</p> <ul style="list-style-type: none"> - Technical Support and Maintenance of the Data Portal - Bug fixing - Data backup - Harvesting/Updating data bimonthly - Implementation of project specific design - <p>Duration: 18 months</p>
<p>Estimated value of tender (without VAT):</p>	<p>EUR 8 790 EUR</p> <p>The VAT will be paid in Czech Republic.</p>
<p>Place of fulfillment:</p>	<p>Headquarters of the Contracting Authority</p>

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2. Period for submitting bid

2.1 The period for submitting bids starts to run on:

Date: The period for submitting bids starts to run on the day following the day of sending the text of the bid.

2.2 End of period for submitting bids:

Date: 26.05.2016 **Time:** 12:00 o'clock

3. Place for submitting bids and other information for submitting bids

Bids must be delivered to the address of the Institute of Vertebrate Biology, Academy of Sciences of the Czech Republic, v.v.i., to the secretariat, Květná 170/8, 603 65 Brno in the period indicated in Art. 2 of this call for submissions by post or by mail (bartova@ivb.cz).

In case of delivery in person the contact person for receiving bids is: Pavla Bártová

Tel.: 00420 543 422 512

E-mail: bartova@ivb.cz

4. Requirements and conditions for processing bids:

4.1 The bid for the small-scale tender must be elaborated in the Czech or English languages.

4.2 The bid price must be elaborated as a total price for the fulfillment of the subject of the small-scale tender in accordance with the specifications presented in Art. 1 of this call for submission without VAT (but with delivery etc).

5. Information about evaluation criteria:

The basic evaluation criteria is the economic feasibility of the bid - the lowest bid price (100%) .

6. Application period (period for which contractors are obliged by their bids)

6.1 Length of application period: 60 days

6.2 The application period starts to run when the period for submitting bids ends and ends on the day when a notification from the contractor authority of selection of the most suitable bid is delivered.

7. Final provisions

7.1 The contracting authority shall reject bids that are delivered (submitted) after the period for submitting bids.



7.2 The contracting authority shall exclude candidates that do not meet that conditions of the contracting authority stipulated in this call for submissions.

7.3 The contracting authority reserves the right to cancel the public tender.

7.4 The contracting authority reserves the right to confirm and check information provided by candidates in their bids.

7.5 None of the contactors has the right to compensation of damages and/or costs that arise to it on connection with participation in the small-scale public tender process.

7.6 The selected contractor shall be invited to enter into a contract.

In Brno on 11th May 2016

Assoc. prof. Marcel Honza, Dr.

director