

In Prague on 09/30/2014

INVITATION TO SUBMIT TENDERS TO SMALL-SCALE PUBLIC CONTRACT

We send You Invitation to submit tenders to small-scale public contract for supply of **Double Tilt In-Situ Heating Holder for Transmission Electron Microscope FEI Tecnai F-20 X-Twin**.

I. Identification of the Contracting Authority:

Name: Fyzikální ústav AV ČR, v. v. i. (Institute of Physics – “IoP”)
Seat: Na Slovance 1999/2, 182 21 Praha 8
Identification No.: 68378271
Tax ID: CZ68378271
Authorized representative: Prof. Jan Řídký, DrSc. – Director

Contact person: Mgr. Václav Kafka
Telephone: +420 266 052 751
E-mail: kafkav@fzu.cz

II. Name and description of the tender

II.1. Name of the tender:

Double Tilt In-Situ Heating Holder for Transmission Electron Microscope FEI Tecnai F-20 X-Twin

II.2. Description of the subject of the tender:

The aim of this tender is a purchase of the Double Tilt In-Situ Heating Holder for Transmission Electron Microscope (TEM) FEI Tecnai TF20 X-Twin. The holder must be based on MEMS technology. MEMS chips must be ready for samples prepared by focused ion beam (FIB) and powder samples. Temperature must be controlled in closed loop and MEMS chips must be optimized for using at maximum temperature of 1200K. Holder design and stability must enable to conduct high resolution TEM, spectroscopic techniques (energy dispersive spectroscopy – EDS, electron energy loss spectroscopy - EELS) and conventional TEM (CTEM). Minimum α and β tilting angles attainable on FEI Tecnai TF20 X-Twin TEM must be 25°.

In case of non-standard behaviour (e.g. drifts, vibrations) of the holder, Seller must make a commitment to adapt the holder for customer TEM compustage and insure custom optimization.

II.3. Technical requirements:

The subject of the tender is specified in detail in Annex No. 1 of the draft contract.

III. Term and place

Latest completion time: 15. 12. 2014

Place of Performance: Fyzikální ústav AV ČR, v.v.i., Na Slovance 1999/2, Prague, Czech Republic, the main building, laboratory no. 035-036

IV. Anticipated value of the tender

Anticipated value of the tender: **66 100.00 € excl. VAT**

The Bid price cannot exceed the Anticipated value of the tender. In the case of a bid being submitted citing a higher Bid price than the Anticipated value of the tender, such bid will be excluded from the procedure and the bidder excluded from further participation in the proceedings.

V. Structure of the Bid price

Bidders are obliged to specify the total offered Bid price, including all required performance, in the following structure: price to be quoted in € excl. VAT.

The total bid price must include the entire subject matter and will represent a fixed, binding amount as the maximum amount and maximum admissible price, including all fees and other costs that may be associated with the performance provided hereunder, such as transportation to the place of performance, packaging, custom duties, assembly and installation costs, insurance cost etc. The bid price may be exceeded exclusively in connection with the change of tax legislation related to mandatory VAT, by an amount corresponding to this legislative amendment only.

VI. Conditions and requirements for bid preparation, date and place for submitting bids

Bids shall be submitted in writing in duly sealed envelopes bearing the name of the bidder's company on the overleaf and secured against tampering with a stamp or signature of the statutory body of bidder or person authorized to represent the bidder. The envelope must be clearly marked "**Do not open**" and with the name of the public contract, i.e. „ **Double Tilt In-Situ Heating Holder for Transmission Electron Microscope FEI Tecnai F-20 X- Twin** “. The envelope must specify the address to which notifications may be sent to bidders.

Bids shall be submitted no later than on **October 8, 2014 by 1:00 pm** to the address of the Contracting Authority (**Fyzikální ústav AV ČR, v. v. i., Na Slovance 1999/2, 182 21 Praha 8, Česká republika**) – filing room on the ground floor next to the main entrance (the main entrance is in the Pod Vodárenskou věží Street at No. 1). Bids may be submitted using postal services, courier or personal delivery and similar. **The filing room's office hours are 7:30 am – 3:15 pm on business days, and on the last day of the deadline 7:30 am to 1:00 pm.** Submissions in other forms will not be considered.

The bid must include **identification data of the bidder**, i.e. primarily: business name, registered office, identification number, legal form, persons authorized to act on behalf of /

represent the bidder, contact details for correspondence. The bid must also include **signed draft contract**, duly signed by the person authorized to act on behalf of / represent the bidder.

The bid may be prepared in the Czech or English language.

All sheets constituting the bid shall be numbered using a series of continuous ascending numbers and rigidly bound to each other or sewn together, so that they are adequately secured against tempering or removal from the binding. Bids shall be clear and legible, with no deletions or over-writing.

Bidders shall submit the bid in one hardcopy original; the Contracting Authority recommends that one simple copy of the entire bid is submitted as well. All printed matter shall be clear and legible, with no deletions or over-writing. Bidders shall submit the bid also in electronic form on a suitable data carrier, i.e. CD-ROM or flash disk, in MS Office or PDF compatible format. The filled-in draft contract shall be also saved on the CD-ROM in a standard open & modifiable format (such as MS Word or similar) in the form as signed and bound into the hardcopy bid, with the attached signature of the authorized person on the part of the bidder.

The bid must be submitted in the following structure:

- a) **Cover sheet**
Cover sheet specifying the basic identification information of the bidder, the maximum admissible bid price date and the date and signature of the person authorized to act on behalf of the bidder (see Annex No. 1 hereto);
- b) **Identification data of the bidder**
Business name, registered office, identification number, legal form, persons authorized to act on behalf of / represent the bidder, contact details for correspondence.
- c) **Documents proving fulfilment of the qualification criteria** as set out in Article VII. of this Invitation.
- d) **Signed draft contract**
The bid must include **signed draft contract**, duly signed by the person authorized to act on behalf of / represent the bidder.
- e) **Description and specification of the offered performance / equipment**
(bidders shall submit specific technical specification of the offered subject).

VII. Qualification criteria

Basic qualification criteria

Basic qualification criteria will be met by bidders, who submit the Affidavit on basic qualification criteria pursuant to § 53 of Act No. 137/2006 Coll., on Public Contracts, as amended (please refer to Annex No. 2 hereto).

VIII. Evaluation criteria

Bids shall be evaluated on the basis of the lowest Bid price.

Method of evaluation applicable:

The Contracting Authority shall rank the bids according to the quoted Bid price from the lowest to the highest, thereby producing the resulting order of bids.

IX. Commercial terms

All commercial terms are included in the draft purchase contract, which forms and integral part hereof as an Annex No. 3 hereto.

X. Additional conditions

The Contracting Authority has the right to:

- a. require further explanations to the bid in the case of confusion,
- b. verify the data declared by the bidder,
- c. specify or modify the draft contract (maintaining the substantial parameters),
- d. cancel the small-scale public contract at any time in the course of the procurement procedure, up until conclusion of the contract,
- e. specify the subject of the tender,
- f. enter into a contract with the bidder, whose bid has been evaluated as the most suitable; if the selected bidder refused to enter into a contract, the Contracting Authority has the right to enter into a contract with the bidder, whose bid has been evaluated as the second most suitable etc.
- g. publish the notice of the selection of the most suitable bid and possibly also note of exclusion of a bidder on the contracting entity profile at: <http://www.e-zakazky.cz/Profil-Zadavatele/74e987e1-b4a1-4571-b8b6-2cd93fe6f932> and on IoP websites at: <http://www.fzu.cz/verejne-zakazky>. In such a case, the notice of the selection of the most suitable bid and note of exclusion of a bidder shall be considered to be delivered to all bidders concerned at the point of time of publication on the contracting entity profile.

XI. Conclusion

This small-scale public contract is not awarded pursuant to Act No. 137/2006 Coll., on Public Contracts, as amended.

The information and data contained in this Invitation (including Annexes) define mandatory requirements of the Contracting Authority on the subject of the public contract. The bidder has to respect and accept these requirements fully and unconditionally when processing the bid. Non-acceptance of the requirements specified in this Invitation (including Annexes) will be considered a breach of the terms.

If this Invitation (including Annexes) mentioned trade names of some products or supplies, or other signs pertaining to a particular supplier, it is only a definition of quality standard and the bidder is entitled to propose a different, qualitatively and technically comparable solutions.

Annexes:

1. Cover sheet
2. Affidavit on basic qualification criteria
3. Draft purchase contract



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Prof. Jan Řídký, DrSc.

Director