



Explanation of the Procurement Documentation

CONTRACTING AUTHORITY: Czech University of Life Sciences Prague
Address: Kamýcká 129, 165 00 Prague - Suchbát
Represented by: Ing. Jakub Kleindienst, Chief Financial Officer
Registration number (IČO): 60460709
Profile of the contracting authority: <https://zakazky.czu.cz>

Prague, March 5, 2025

EXPLANATION OF THE PROCUREMENT DOCUMENTATION II.

The contracting authority mentioned above, in accordance with Section 12 of the Invitation to Submit, provides the following explanation of the procurement documentation related to the small-scale public procurement titled "Sawmill Wood Processing Control Simulator."

Request regarding the procurement documentation No 1.

Hi, we have a few questions before submitting:

- a) do we need to fill annex 1?
- b) our final invoice will be in euro will this be an issue? (we can still put prices in CZK on the quote)
- c) also our payment terms are 50% at order and 50 % before delivery for all products which needs hardware as the sawmill does. However the contract offer only 30 days after delivery. Can we still put our terms?

Explanation of the procurement documentation No. 1

Re a) You do not need to fill in Annex No. 1.

See Section 3 of the **Invitation to submit a tender**, which states:

"All binding terms and conditions are set out in Annex 1 to this invitation. The contracting authority insists on the terms and conditions.

*By submitting a bid, the Bidder agrees to the contract in its entirety. Missing data in the contract (in particular the tender price, identification and contact details) will be completed according to the offer of the selected supplier from the data provided in the offer, in particular on the cover sheet. **The tenderer will not submit the contract as part of the tender and the contracting authority will not provide the contract in editable form during the tender procedure.** Any commercial terms and conditions stated by the tenderer in the tender will not be considered relevant and will not be taken into account by the awarding authority.*

The offer must correspond in content to the other information in the contract."

Re b) The contracting authority requires the tender price and the invoice to be stated in CZK.

Re c) The contracting authority has partially responded to your query. It has added the provision 4.3 of the Purchase Contract:

“4.3 The Buyer undertakes to provide the Seller, at the request of the Seller, with an advance payment of 50% of the agreed Price of the Work pursuant to paragraph 4.2 of this Article of the Contract, based on an advance invoice delivered to the Buyer.”

Additionally, it has amended provision 4.8 of the Purchase Contract:

*“4.8. The maturity period of the **prepayment invoice and** invoice shall be 30 days from the date of its proven delivery to the Buyer. The invoice shall be delivered by the Seller electronically to the following email: /email will be added before the contract is signed/. No other delivery shall be considered due, and in such an event, the Buyer shall not become obliged to settle the invoice delivered in such different manner.”*

Explanation of the procurement documentation No. 2 (without prior request)

In light of the above changes or amendments to the tender documentation, the revised Annex No. 1 – Purchase Contract is attached to this explanation.

(For better transparency of the modifications made, the contracting authority also provides the revised Annex No. 1 – Purchase Contract in track changes mode.)

Explanation of the procurement documentation No. 3 (without prior request)

The contracting authority decides to extend the deadline for submission of tenders **until 17 March 2025 at 9:00 AM.**

Kind regards,
Ing. Alena Najmanová
Czech University of Life Sciences Prague

Annex to this explanation:

- REVISED Annex No. 1 – Purchase Contract (in track changes mode)
- REVISED Annex No. 1 – Purchase Contract (in final version)