



Spolufinancováno
Evropskou unií

MINISTERSTVO ŠKOLSTVÍ,
MLÁDEŽE A TĚLOVÝCHOVY

“ERDF Quality_Enhancing the Quality of Education at JAMU”, project registration number: CZ.02.02.01/00/23_023/0008921 and “Development of Infrastructure and Facilities for Doctoral Study Programmes at JAMU”, project registration number: CZ.02.01.01/00/22_012/0007661, co-financed by the Jan Amos Komenský Operational Programme.

INVITATION TO TENDER

“PERCUSSION INSTRUMENTS”

Awarded under a simplified below-the-threshold procedure
pursuant to Section 53 of Act No 134/2016 Sb., on public procurement (hereinafter referred to as the “Act”)

Dear Supplier,

On behalf of the Contracting Authority, I would like to invite you to submit a tender for the following public contract.

I. Identification and Other Details of the Contracting Authority

Name: Janáček Academy of Performing Arts
Registered Office: Beethovenova 650/2, 662 15 Brno
Legal Form: public higher education institution under Act No 111/1998 Sb., on higher education institutions and amending and supplementing other acts, as amended, not registered in public registers
ID No (IČO): 62156462
Tax ID No (DIČ): CZ62156462
Bank Details: 27-0493900217/0100
Contracting Authority Profile: <https://zakazky.jamu.cz>
(hereinafter referred to as the “Contracting Authority”)
Represented by: Ing. Dana Horníčková, Bursar

II. Mode, Type, Estimated Value, Classification, Division into Lots

Public Procurement Mode:	Below-the-threshold
Type of Procurement Procedure:	Simplified below-threshold procedure
Type of Contract:	Supplies
Total Estimated Value:	CZK 1,492,000 excluding VAT
Divided into Lots:	YES

Lots of the Public Contract:

Lot 1: Combined Percussion Instruments

Estimated Value of Lot:	CZK 398,000 excluding VAT
CPV Code:	37316000-6 Percussion instruments
CPV Code:	37321500-9 Percussion instrument accessory



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Percussion Instruments

Lot 2: Experimental Cymbals

Estimated Value of Lot:	CZK 42,000 excluding VAT
CPV Code:	37316100-7 Cymbals

Lot 3: Viennese Timpani

Estimated Value of Lot:	CZK 496,000 excluding VAT
CPV Code:	37316000-6 Percussion instruments

Lot 4: Bass and Tenor Drums

Estimated Value of Lot:	CZK 116,000 excluding VAT
CPV Code:	373165001-1 Drums (musical instruments)

Lot 5: Orchestral Percussion

Estimated Value of Lot:	CZK 29,000 excluding VAT
CPV Code:	37316000-6 Percussion instruments
CPV Code:	37316300-9 Tambourines

Lot 6: Rudimental Snare Drums

Estimated Value of Lot:	CZK 166,000 excluding VAT
CPV Code:	373165001-1 Drums (musical instruments)

Lot 7: Latin American Percussion

Estimated Value of Lot:	CZK 145,000 excluding VAT
CPV Code:	37316000-6 Percussion instruments

Lot 8: Brazilian Percussion

Estimated Value of Lot:	CZK 38,000 excluding VAT
CPV Code:	37316000-6 Percussion instruments

Lot 9: African Percussion

Estimated Value of Lot:	CZK 62,000 excluding VAT
CPV Code:	37316000-6 Percussion instruments



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Individual items of the public contract are specified in more detail in Annex 1 – Technical Specification of Equipment and Price Calculation for Parts 1, 2, 3, 4, 5, 6, 7, 8, and 9.

The Contracting Authority evaluates tenders for each part (i.e. lot) separately. A supplier may submit a tender for any part or multiple parts of the public contract. The participant shall fill in the tender price in the Tender Form only for the part(s) for which the tender is being submitted. A tender for a given part must include all components of the subject of performance of that part and all related costs, including delivery to the place of performance, as specified in Annex 1 – Technical Specification of Equipment and Price Calculation for each part and Annex 2 – Binding Wording of the Contract for Parts 1 to 9.

III. Access to the Procurement Documents

(1) The Procurement Documents contain detailed specifications of the information outlined in this Invitation and further information and requirements of the Contracting Authority for tender submission.

(2) The Procurement Documents, including all annexes (as well as this Invitation), are freely and unrestrictedly accessible to anyone on the Contracting Authority’s profile at: <https://zakazky.jamu.cz>.

(3) This public contract is conducted electronically via the certified electronic tool E-ZAK. All actions and communication between the Contracting Authority and the supplier relating to the procurement procedure shall be conducted electronically via the E-ZAK platform, unless stated otherwise.

(4) The Contracting Authority advises suppliers that full use of the electronic tool requires successful completion of supplier registration. Each supplier is required to verify and, if necessary, update or supplement their contact details before completing registration. Suppliers are fully responsible for the accuracy of their contact details and for the proper and timely receipt of electronic correspondence sent by the Contracting Authority via the electronic tool.

(5) All conditions and information concerning the E-ZAK electronic procurement platform of the Janáček Academy of Performing Arts, including information on using electronic signatures, are available at: <https://zakazky.jamu.cz/manual.html>.

(6) For any technical questions, please contact the operator of the E-ZAK platform at: podpora@ezak.cz.

(7) The contact person for this procurement procedure is Bc. Kateřina Olša, phone: +420 542 591 121, email: olsa@jamu.cz.

IV. Deadline for Submission of Tenders

(1) The deadline for submission of tenders is 20. 5. 2025 at 10:00 a.m.



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Method of Submitting Tenders

- (1) Tenders may only be submitted electronically via the E-ZAK platform, available at <https://zakazky.jamu.cz>.
- (2) Tenders received after the submission deadline will not be opened.
- (3) Tenders may be submitted in Czech, English, or Slovak; documents related to education may also be submitted in Latin.

VI. Requirements for Demonstrating Qualification

- (1) The Contracting Authority requires that the supplier prove the following in relation to themselves:
 - a. Basic eligibility under Section 74(1) of the Act, in relation to the Czech Republic, by submitting documents pursuant to Section 75(1) of the Act,
 - b. Professional competence under Section 77(1) of the Act, in relation to the Czech Republic, by submitting documents pursuant to Section 77(1) of the Act.
- (2) Documents demonstrating basic eligibility under Section 74(1) and professional competence under Section 77(1) must demonstrate fulfilment of the required eligibility criteria no earlier than three months before the tender submission date.
- (3) To prove basic eligibility and professional competence under Sections 74(1) and 77(1), the supplier may use the Tender Form, which forms part of Annex 3 to the Procurement Documents.
- (4) Qualification documents shall be submitted as copies and may be replaced by a statutory declaration or the European Single Procurement Document (ESPD) under Section 87 of the Act. The Contracting Authority may request submission of originals or certified copies of qualification documents during the procedure.

VII. Tender Evaluation Criteria

- (1) Tenders will be evaluated based on economic advantage, using the following criterion: **lowest tender price excluding VAT.**
- (5) The lowest tender price criterion will be assessed by comparing and ranking the tender prices. The tender with the lowest price excluding VAT will be deemed the most economically advantageous. In the event of identical prices, the ranking will be determined by drawing lots.
- (6) No weighting or mathematical relationship between criteria is established, as economic advantage will be assessed solely based on a single criterion.
- (7) The Contracting Authority may, in accordance with the Act, assess fulfilment of the conditions for participation either before or after evaluating the tenders.

Thank you in advance for considering this invitation and for your potential tender. We look forward to our possible cooperation.



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Kind regards,

In Brno, dated as per the electronic signature

Ing. Josef Vinkler
Head of Technology and Investments Department