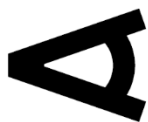


Urban planning and architectural one-stage
restricted design competition

New Building of the Brno City Municipality

Competition Conditions



Kancelář
architektů
města Brna

B | R | N | O |

Statutory City of Brno

announces in accordance with Act No. 134/2016 Coll., on Public Procurement, as amended (hereinafter referred to as the "**Act**"), in accordance with the Competition Rules of the Czech Chamber of Architects dated 29 April 1993, as amended (hereinafter referred to as the "**Competition Rules**"), in accordance with valid and effective construction legislation, in accordance with Act No. 360/1992 Coll., on the exercise of the profession of authorized architects and on the exercise of the profession of authorized engineers and technicians active in construction, as amended (hereinafter referred to as the "**Act on Professional Practice**"), taking into account the provisions of Sections 1772 to 1779 of Act No. 89/2012 Coll., the Civil Code, as amended,

urban planning and architectural one-stage restricted design competition

New Building of the Brno City Municipality

(hereinafter the "**Competition**")

and issues the following

Competition Conditions

(hereinafter the "**Competition Conditions**")

Competition Organiser and Author of the Competition Conditions

Kancelář architekta města Brna, p.o.

Zelný trh 331/13

602 00 Brno

1 Contracting authority, jury, invited experts and subsidiary bodies of the jury

1.1 Contracting Authority

Statutory City of Brno

with its registered office at Dominican Square 196/1, 602 00 Brno

COMPANY ID NO.: 449 92 785

VAT NO.: CZ44992785

represented by JUDr. Markéta Vaňková, Mayor

(hereinafter referred to as the "**Contracting Authority**")

1.2 Competition Organiser and Author of the Competition Conditions

Kancelář architekta města Brna, příspěvková organizace

with registered office at Zelný trh 331/13, 602 00 Brno

COMPANY ID NO.: 051 28 820

VAT NO.: CZ05128820

represented by Ing. arch. Jan Tesárek, Director

Tel.: +420 778 401 416

e-mail: info@kambrno.cz

Data box ID: j9gzbpi

(hereinafter referred to as the "**Organiser**" or "**KAM**")

1.3 Jury

1.3.1 Ordinary members - dependent



Ing. arch. Petr Bořecký, *Brno City Council Member*

Member of the Brno City Council for Spatial Planning. Architect by profession, member of the City Council of Brno and the Brno-Center District Council. He worked at the studio a53 architekti s.r.o. based in Brno. He is a member of ANO 2011 movement.



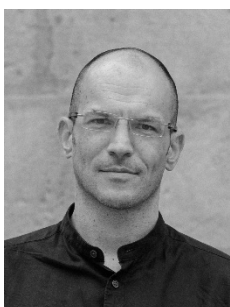
Ing. Oliver Pospíšil, MPA, *Secretary of the Brno City Municipality*

He studied materials engineering at the Faculty of Civil Engineering, Brno University of Technology (hereinafter referred to as "**BUT**"). Prior to taking up top positions, he made his living in the private sector from 1993 to 2002, including in property valuation and as a sales manager for the AdMaS Research Center. Since 2020, he has been the secretary of the Brno City Municipality. He served as a representative of the Brno-Řečkovice and Mokrý Hora districts and a representative of the city of Brno. He held the position of Deputy Mayor for Economic Affairs from 2006 to 2014 and served as Deputy Mayor for Housing from 2018 to 2020.



Ing. Petra Vítková, *Director of Realitní společnost města Brna a.s.*

She graduated from BUT. In the 2010 elections, she was elected as a representative of the city of Brno. She is currently the Director of the municipal company Realitní společnost města Brna a.s., where she functions as the city developer for cooperative housing projects.



Ing. arch. Jan Tesárek, *director of KAM*

He graduated from the BUT Faculty of Architecture. For over 15 years he worked in significant studios in Brno, where he focused mainly on residential and civic buildings, architectural detail, but also on public space design and spatial studies. In 2018-2022 he worked at the Public Space Division in the Brno City Chief Architect's Office, which he was in charge of since January 2023. He was selected by an expert committee in a selection procedure for director and subsequently confirmed by the Brno City Council in June 2023.

If during the Competition any person who has been nominated as an ordinary member of the dependent part of the jury ceases to hold their (public) office (where the performance of this office was the reason for the nomination as an ordinary member of the dependent part of the jury), the Contracting Authority may decide to replace them with a person who will newly hold the (public) office. If the Contracting Authority does not decide on such replacement, such person shall be replaced by an alternate member of the dependent part of the jury.

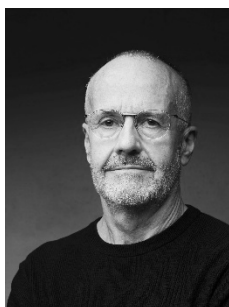
If an alternate member of the dependent part of the jury ceases to hold their (public) office under the same conditions, the Contracting Authority must decide to replace them, preferably by a person who will newly hold the (public) office.

1.3.2 Ordinary members - independent



prof. Ing. akad. arch. Jan Šépka, CCA 03659

He graduated from the Faculty of Architecture of the Czech Technical University (Hereinafter the "**CTU**") in Prague and from the School of Architecture of the Academy of Fine Arts. Together with Michal Kuzemenský he founded the group (association) "New Czech Work" in 1994. From 1998 to 2009, together with Petr Hájek and Tomáš Hradečný, he was a partner of the studio HŠH architekti, s.r.o. In 2009, Jan Šépka founded his own design office, Šépka architekti. Since 2004 he has been a teacher and professor at the Faculty of Architecture of the CTU, then he headed the A1 studio at the UMPRUM Academy in Prague and currently leads the studio at the Faculty of Arts and Architecture of TUL in Liberec. From 2014 to 2016, he held the position of Head of the Office of Projects and Competitions at the Institute of Planning and Development in Prague.



Ing. arch. Jan Aulík, CCA 01492

He graduated from the Faculty of Architecture of the CTU in Prague. He worked at the Project Institute of the City of Prague at the Architectural Office of ALFA. In 1991 he founded his own studio STUDIO A, since 1996 AFARCH. From 2004 to 2008 he worked at the Institute of Design of doc. Ing. arch. Ivan Kroupa at the Faculty of Architecture of the CTU in Prague. From 2008 to 2014 he was head of the studio at the Faculty of Architecture of the CTU in Prague.



Ing. arch. Jiří Opočenský, CCA 03549

He graduated from the Faculty of Architecture of the CTU in Prague. In 2002 he studied at the Technical University of Eindhoven. In 2005, he began studying at the Academy of Fine Arts in Prague. In 2002 he started working in the Kava studio. In 2007 he co-founded the studio OVA with Štěpán Valouch. In 2019-2023 he was the city architect of Libčice nad Vltavou. Since 2001 he has been a member of the doctoral committee of the Faculty of Architecture of the CTU. In 2022-25 he was a member of the VUR FA CTU.



Ing. arch. Lenka Dvořáková, CCA 02664

She graduated from the Faculty of Architecture at CTU in Prague. She cooperates with the studio A.LT, formerly with the studio Lábus AA. In 2019-2020 she worked as an assistant professor in the studio of architectural design at the Academy of Fine Arts, Miroslav Šik School. She has successfully participated in several architectural competitions, won awards for completed buildings (Český Krumlov Nursing Home, Villa Vonoklasy, Langhans Palace with AA Lábus studio, Municipal House and Town Hall in Ďáblice, Koněvova apartment house with A.LT architekti studio).



Ing. arch. Zuzana Johanidesová, MA, CCA 04847

She graduated from the Faculty of Architecture at the CTU in Prague and also received a Master of Arts (MA) degree from the University of East London. She is a member of the Atelier 111 architekti team. Since 2018 she has been a city architect in Jílové u Prahy.

1.3.3 Alternate members - dependent



Ing. arch. David Mikulášek, KAM

He graduated from the BUT Faculty of Architecture. In his practice he participated in a number of urban projects and architectural designs. From 2016 to 2018, he was the Head of the Public Space Division at KAM. Since 2024 he has been working at KAM as an expert advisor.



Ing. arch. Jana Zdražilová, architect of the Brno City Municipality

She graduated from the Faculty of Architecture, BUT. Since 2010, she has been engaged in design activities in Brno studios, and later also independently. Since 2023 she has been working at the Brno City Municipality, first at the Department of Spatial Planning, now as an architect for the Brno Municipality.



Mgr. Radek Řeřicha, head of 4th section of the Brno City Municipality

He has long been active in the leadership of the city of Brno and local self-government. He is a representative of the municipality of Újezd u Brna, where he was elected as an independent candidate. Previously, he also worked for the Municipality of Prague 10.



Mgr. René Černý, I. Deputy Mayor of the City of Brno

Since 2018 he has been a representative of the city of Brno. He has also been active at the local level, and since 2014 he has been a representative and a Deputy Mayor of the Brno-Řečkovice and Mokrý Hora districts. He has held the position of I. Deputy Mayor since 2022. He is in charge of key areas for the city's development, such as investment and drawing on European funds.



RNDr. Filip Chvátal, Ph.D., Deputy Mayor of the City of Brno

He graduated from the Faculty of Science, Masaryk University in Brno. He completed his doctoral studies in Regional Geography and Regional Development - Transport Geography. He has long been involved in issues relating to transport, spatial planning and development within the City of Brno. Previously, he worked as a specialist at the Geographical Institute of Masaryk University and a manager of the Union of Municipalities of Šlapanicko, where he mainly coordinated the construction of cycle paths. Since 2014 he has been a representative of the Brno-střed district. In the past, he worked as the

chairman of the Construction and Spatial Development Committee of the Brno-Centre Regional Council and was a member of the City Planning and Transport Committees of the Brno City Council. He is currently Deputy Mayor for Environment, Water and Forestry and Agriculture and pro-family policy. His responsibility also includes the barrier-free area and the Brno - Healthy City project.

1.3.4 Alternate members - independent



MSc. Tomáš Kozelský, CCA 05177

He received his Master of Science (MSc.) degree from Delft University of Technology. In 2015 he founded the KOGAA studio together with Alexandra Georgescu and Viktor Odstrčilík. He is known for his approach that combines architectural skills with other disciplines and focuses on the concept of "UX for Space" (user experience with space) and hyperlocation.



Ing. arch. Michaela Horáková, CCA 05345

She graduated from the Faculty of Civil Engineering, CTU in Prague. In 2015, she founded the studio mh architects. Her studio focuses on a wide range of projects, including family houses, commercial spaces, public buildings, renovations and interior design.

1.4 Experts invited

Landscaping Solutions

Ing. Ondřej Nečaský – KAM

Transport

Ing. Martin Všeťka, Ph.D. – KAM

Economics of Construction

prof. Ing. Jana Korytářová, Ph.D. – Faculty of Civil Engineering BUT

Internal Environment of Buildings

prof. Ing. Milan Ostrý, Ph.D. – Faculty of Civil Engineering BUT

Conservation

Ing. Olga Gombíková – National Heritage Institute in Brno

Ing. arch. Bohdana Procházková – National Heritage Institute in Brno

During the Competition, the jury may ask the Contracting Authority to invite other experts.

1.5 Secretary of the Competition

Ing. arch. Tomáš Pavlíček

Kancelář architekta města Brna, příspěvková organizace,
with registered office at Zelný trh 331/13, 602 00 Brno

Tel.: +420 777 485 468

e-mail: pavlicek.tomas@kambrno.cz

Data box ID: j9gzbpi

1.6 Examiner of Competition proposals

Ing. arch. Martin Chudíček

Kancelář architekta města Brna, příspěvková organizace,
with registered office at Zelný trh 331/13, 602 00 Brno

Tel.: +420 777 485 468

e-mail: chudicek.martin@kambrno.cz

2 Subject of the Competition and Competition assignment

2.1 Subject of the Competition

- 2.1.1 The subject of the Competition is the design of an architectural design of a new building of the Brno City Municipality, which will be located on Benešova Street situated on the Brno ring road, including adjacent public spaces in the scope of the area being designed.

The intention of the Statutory City of Brno is to implement a modern and civil office that will be comfortable for the public as well as its employees. The main mission of the new building of the Brno City Municipality is the integration of front office counters with the agenda associated with civil records, identity cards, passports and vehicle records and authorizations, driving licenses, etc. The new building will also include the regular office workplaces of the departments handling other agendas.

A more detailed description of the assignment of the Competition is given in the material *P01 – Assignment*.

- 2.1.2 The aim of the Competition is not only to find and award the most suitable solution to the subject matter of the Competition, from which the Contracting Authority expects to create a complex high-quality design in an exposed position in the historic city centre, but also to select a future contractor for the performances resulting from the subsequent public contract, which are further defined in paragraph 3.3 et seq. of the Competition Conditions.

2.2 Competition assignment

- 2.2.1 The Contracting Authority has not set any mandatory requirements for the subject matter of the Competition.

- 2.2.2 The Contracting Authority recommends in the proposal to observe:

– **the requirements specified in document *P01 - Assignment***

- 2.2.3 The solution of the aspects of the subject of the Competition not mentioned in the *P01 - Assignment* document is left to the invention of the participants, even taking into account Section 6 (4) of the Act.

2.3 Consequences of non-compliance with the requirements of the Contracting Authority for solving the subject of the Competition

- 2.3.1 Unless otherwise specified, the **requirements specified in Section 2.2.1 of the Competition Conditions** (described in more detail in document *P01 – Assignment*) are set as **recommendatory** and non-compliance with them is not a reason to exclude the proposal from evaluation or to exclude the participant from the Competition. The quality and complexity of incorporation of these requirements into the competition proposal will be evaluated by the jury within the criteria set out in paragraph 7.1 of the Competition Conditions.

2.4 Classification by CPV

- 2.4.1 The Contracting Authority has defined the subject of the Competition according to the main vocabulary of the unified classification system for the purposes of public procurement:

CPV code:

71000000-8 Architectural, construction, engineering and inspection services

71200000-0 Architectural and related services

71220000-6 Architectural design services

71221000-3 Architectural services for buildings

71240000-2 Architectural, engineering and planning services

71242000-6 Project and design preparation, estimation of costs

2.5 Responsible procurement

- 2.5.1 The Contracting Authority bases its actions on the principles of responsible public procurement contained in Section 6(4) of the Act. Within the framework of the Competition, the Contracting Authority emphasizes the themes of socially and environmentally responsible and innovative procurement. The concrete manifestation of these principles is that the Contracting Authority demands performance in the form of a design competition, thereby positively influencing and cultivating the environment in which the city residents live as end users of the subject of the Competition. In the document *P01 - Assignment* Chapter 1.2 Requirements for Urban-architectural Design of the Building, the Contracting Authority also emphasizes environmentally friendly measures and measures for increasing the building's resilience to climate change,

emphasis on the energetical self-sufficiency of the building and the use of alternative energy sources, and a comprehensive solution of blue-green infrastructure or the principle of application of stormwater management through nature-proximate objects or facilities, etc., all with regard to the requirement for environmentally responsible procurement and design. As far as socially responsible procurement is concerned, the Contracting Authority accentuates in the document *P01 - Assignment* in Chapter 1.3 Requirements for Internal Operation of the Building the ambition to design a publicly accessible and wheelchair accessible public administration institution. The requirement for innovation is fulfilled by the fact that all requirements in the *P01 - Assignment* document are recommended, which supports the creativity of the participants of the Competition and in this sense contributes to the development of the architecture of the Czech Republic as such.

3 Type and purpose of the Competition, specification of the subsequent public contract

3.1 Type of Competition

3.1.1 According to the subject of the design, the Competition is announced as **international urban planning-architectural**.

3.1.2 According to the group of participants, the Competition is announced as **restricted**.

3.1.3 According to the number of announced phases, the Competition is announced as **a one-stage**.

3.1.4 According to the intent of the design, the Competition is announced as a **project**.

The competition proposals will be evaluated **anonymously**.

3.2 Purpose and Main Mission of the Competition

3.2.1 The purpose and main mission of the Competition is to find and award the most suitable design to the subject matter of the Competition, which will meet the requirements of the Contracting Authority contained in these Competition Conditions and in the Competition Assignment, and to select participants with whom the Contracting Authority may subsequently discuss, in a negotiated procedure without publication, in accordance with the provisions of Section 143 (2) and Section 65 of the Act (hereinafter referred to as the "**NPWP**"), the procurement of a subsequent contract for **the preparation of all stages of** the project documentation of the new building of the Brno City Municipality, including adjacent public spaces in the scope of the area being designed (hereinafter referred to as the "**Subsequent Contract**") in accordance with Section 3.3 of the Competition Conditions.

3.2.2 The Contracting Authority shall invite all participants whose design was selected in the Competition (i.e. awarded 1st to 3rd prize), whereby:

- a) The Contracting Authority shall first discuss the award of the Subsequent Contract with the participant, whose proposal was placed in the highest evaluated position, and if the Contracting Authority negotiates with him/her the conclusion of a contract for the performance of a Subsequent Contract, the negotiations within the NPWP for the award of a Subsequent Contract shall end;
- b) if no contract is concluded in accordance with the procedure referred to in point (a) above for the performance of a Subsequent Contract, the participant in the Competition whose proposal came in the second highest evaluated position will be invited to negotiate the conclusion of the

contract for the performance of the Subsequent Contract, and if a contract for the performance of the Subsequent Contract is concluded as a result of this negotiation, the negotiation within the NPWP for the award of the Subsequent Contract shall end;

- c) if no contract for the performance of a Subsequent Contract is concluded even in accordance with the procedure set forth in point (b) above, the participant of the Competition whose proposal was placed in the third highest evaluated position will be invited to negotiate, and after negotiations with that participant of the Competition, the NPWP shall end, whether or not a contract for the performance of a Subsequent Contract is concluded with that participant.

3.3 Specifications Subsequent Public Contract

- 3.3.1 Based on the results of the Competition, the Contracting Authority intends to award a Subsequent Contract in the following basic phases of service (hereinafter referred to as "**PS**") according to the Standards of Architect's Services for Design, Planning and Supervision of Buildings approved by the Board of Directors of the Czech Chamber of Architects on 04.03.2025 (hereinafter referred to as "**Service Standards**"):

PS 1 – Project preparation

PS 2 – Design of the building (completion of the competition proposal into an urban-architectural study)

PS 3 – Project permit documentation

PS 4 – Documentation for construction, including interior design

PS 5 – List of works and supplies

PS 6 – Designer supervision

- 3.3.2 The provision of the above-mentioned PS's will also include the following above-standard services:

- a) presentation of the competition proposal to the Contracting Authority and the public;
- b) preparation of BIM documentation for PS 3 and PS 4, while more detailed requirements for BIM documentation will be discussed in the NPWP;
- c) cooperation in ensuring the general public is informed in the preparation and implementation part of the project (preparation of graphic materials and presentation);

- d) cooperation in the commissioning of necessary surveys and engineering activities;
- e) cooperation in the selection of the contractor of the construction;
- f) cooperation in the removal of defects and backlogs and putting the building into use;
- g) cooperation with the processors of the documentation of follow-up investments as instructed by the Contracting Authority;
- h) cooperation in the final inspection procedure;
- i) cooperation in the proceedings on the grant and, where appropriate, irregularities and inspections of the grantor and other public authorities.

3.3.3 Requirements for the performance of the subject Subsequent Contract and the basic provisions of the contract are contained in the document *P05 – Requirements for the Scope of Performance and Basic Provisions of the Contract for the Preparation of Project Documentation and for the Performance of Designer's Supervision*.

3.3.4 The estimated value of the Subsequent Contract is **CZK 135,000,000 excluding VAT**. The estimated value of the Subsequent Contract was determined on the basis of an expert estimate in relation to the amount of the investment.

The Contracting Authority notes that the estimated value of the Subsequent Contract also represents **the maximum amount of financial resources** that the Contracting Authority expects to spend on the implementation of the Subsequent Contract. Therefore, within the NPWP, the Contracting Authority may not be able to accept a tender submitted by an NPWP participant with a higher tender price.

3.3.5 The estimated amount of investment costs is **CZK 1,300,000,000 excluding VAT**.

3.3.6 The tender price for the performance of the Subsequent Contract will be determined within the NPWP appropriately with respect to the required range of services in the scope of paragraph 3.3.1 of the Competition Conditions in the Subsequent Contract and it is recommended to structure it according to the document *P13 – Model Table – Non-binding Tender Price for Completing Design and Engineering Services* and submit it according to paragraph 5.5.1 (c) of the Competition Conditions. By submitting the competition proposal, the participant declares that if he/she is invited to participate in the NPWP and submit a price offer based on the result of the Competition, his/her price offer will be structured in the above manner, unless otherwise requested by the Contracting Authority.

4 Participants of the Competition

4.1 Terms of participation in the Competition

4.1.1 Participants are required to prove compliance with the conditions for participation in the Competition required by the Contracting Authority.

4.1.2 Terms of participation in the Competition will be met by natural persons and legal entities or their companies, who:

a) prove that none of the authors or co-authors of the competition design, nor their collaborators, and in the case of legal entities also none of the members of their statutory bodies:

a.1) has directly participated in the preparation of the Competition Assignment and in the announcement of the Competition, with the exception of people who prepared mapping or analytical documents;

a.2) is not an ordinary member or an alternate member of the jury, the Competition secretary, the examiner of the competition designs, the Author of the Assignment, or an invited expert of this Competition;

a.3) is not a spouse/registered partner, relative or in-law in the first degree, a permanent project partner, an immediate superior or collaborator of the excluded people listed in items a.1) and a.2) above;

a.4) is not a member of the self-governing bodies of the Contracting Authority, nor an employee of the offices of the Contracting Authority, nor of legal entities established by the Contracting Authority which were involved in discussing and approving the Competition Conditions or Assignment, or will be involved in discussing and approving the Competition results, the results of the procurement procedure, or the results of the Subsequent Contract awarded in connection with the Competition;

b) meet the basic eligibility under Section 74 of the Act;

c) are registered in the Commercial Register or another relevant register (not applicable to natural persons and their companies, nor to legal entities established in a country where such registration is not required), if registration in such a register is required by another legal regulation;

d) are authorized to conduct business in the scope corresponding to the subject of the Competition, i.e., possess the relevant trade authorization or license, at least for the trade "Project Activities in Construction", or have their registered office in a country where such authorization or license is not required, or are a natural person who performs an activity under the Act on the Professional Practice Act, namely as a "free architect";

- e) has available for the implementation of the design in the implementation team the following person (natural person):

1. the Architect,

where

e1) the Architect who will participate in the preparation of the competition design is also an authorized person pursuant to Section 4(1) of the Professional Practice Act, or an authorized architect under the law of the country of which they are a citizen or in which they have a registered office,

e2) The Architect was in the last 15 years before the Competition the author/co-author of:

- i. **at least one (1) reference design of a building / building complex with a total expected investment cost of at least CZK 50 million excluding VAT, for which a project permit / building permit has been issued and has become legally binding;**
- ii. **at least one (1) reference design of a building / building complex with a total expected investment cost of at least CZK 200 million excluding VAT,**

where the list of such designs of a building / building complex shall be submitted as part of the portfolio of reference designs, which shall be included in the Request to Participate prepared in accordance with the document *P02 – Template of the Request to Participate*.

For the avoidance of doubt, the Contracting Authority states the following with regard to items e2):

Reference design of which the Architect was the author / co-author in the last 15 years prior to the start of the Competition shall be considered:

- i. in the case of a reference design required in paragraph 4.1.2 (e2)(i) of Competition Conditions such a reference design, of which the issued project permit / building permit has become legally binding no later than the date which coincides with the opening date of this Competition as specified in paragraph 9.2.1 of the Competition Conditions;
- ii. in the case of a reference design required in paragraph 4.1.2(e2)(ii) of Competition Conditions such a reference design, of which the date of transmission to the Client (completely processed) occurred no later than the date which coincides with the opening date of this Competition as specified in paragraph 9.2.1 of the Competition Conditions.

For the avoidance of doubt, **reference design** means the design of a building within the meaning of phase 2 of the Standard of Services of the Architect and its documentation for the design of buildings of the Czech Chamber of Architects or any stage of project documentation within the meaning of Decree No. 499/2006 Coll., on the Documentation of Buildings, as amended, or from 01.07.2024 effective Decree No. 131/2024 Coll., on the Documentation of Buildings, as amended. For the purposes of this Competition, a reference design is also considered to be a competition design awarded 1st to 3rd prize in design competitions, competitive dialogue procurement procedures, or architectural competitions, or a competition design that was awarded a prize in these competitions.

- f) are not affected by international sanctions against Russia or Belarus in relation to the situation in Ukraine.

4.2 Demonstration of compliance with the conditions for participation in the Competition

- 4.2.1 The participant shall prove compliance with the conditions of participation in the Competition according to paragraph 4.1 of the Competition Conditions by means of an affidavit according to template document *P03 – Template of the Declaration of Honour on Meeting the Conditions of Participation* submitted together with the Request to Participate.
- 4.2.2 If **multiple natural persons jointly** submit a Request to Participate in the Competition, each individual must meet the conditions set forth in paragraph 4.1.2 (a), (b) and (f) of the Competition Conditions. Compliance with other conditions of participation shall be demonstrated jointly by such persons.
- 4.2.3 If **multiple legal entities jointly** submit a Request to Participate in the Competition, each of them must meet the conditions set forth in paragraph 4.1.2 (a) to (c) and (f) of the Competition Conditions. Compliance with other conditions of participation shall be demonstrated jointly by such persons. Compliance with the basic eligibility conditions is demonstrated by legal entities according to the provisions of Section 74 (2) of the Act.
- 4.2.4 The person through whom the participant demonstrate compliance with the conditions of paragraph 4.1.2 (e) of the Competition Conditions (the Architect) must participate in the competition design as an author or co-author, and **will be named as the author in the document *P11 – Template of Participant Information***.
- 4.2.5 Foreign participants shall demonstrate compliance with the conditions for participation in the Competition to the extent required by the legal system of the country in which they are based or of which they are citizens.

4.3 Requests to Participate

4.3.1 The participant submits a Request to Participate in the Competition to the Contracting Authority via the electronic tool E-ZAK on the website ezak.brno.cz (hereinafter referred to as the "**Electronic Tool**"). When submitting a Request to Participate, it is recommended that the participants follow the document *P07 – Safe Submission Guide*.

4.3.2 The Request to Participate will contain the following sections (according to template *P02 – Template Request to Participate*):

- the title page of the Request to Participate;
- the cover sheet with the Request to Participate in the Competition;
- the participant's details (name and surname / business name, address / registered office, e-mail, telephone, website);
- the signed declarations of honour on meeting the conditions of participation pursuant to Section 4.1 of the Competition Conditions and prepared in accordance with the template *P03 – Template of the Declaration of Honour on Meeting the Conditions of Participation*;
- the portfolio of reference designs to the extent specified in Section 4.3.3 of the Competition Conditions and prepared in accordance with the template *P02 – Template of the Request to Participate*.

4.3.3 The portfolio will consist of a presentation comprising:

- a) at least **one (1) reference design of the building / building complex** submitted as proof of fulfillment of the conditions for participation of a member of the implementation team (the Architect) pursuant to Section 4.1.2 (e2)(i). Competition Conditions,
- b) at least **one (1) reference design of the building / building complex** submitted as proof of fulfillment of the conditions for participation of a member of the implementation team (the Architect) pursuant to Section 4.1.2 (e2)(ii). Competition Conditions,
- c) a **maximum of three (3) any other reference designs of the participant's** buildings / building complex, not necessarily those authored / co-authored by the Architect, of which

at least one (1) reference design was a design for a civic amenities construction.

For the avoidance of doubt, **civic amenities construction** means either the buildings listed in Section 6 (1) of Decree No. 389/2009 Coll., on General Technical Requirements Ensuring

Barrier-free Use of Buildings, as amended, or the civic equipment buildings within the meaning of Section 10 (1)(d) of Act No. 283/2021 Coll., the Building Act, as amended.

The Contracting Authority would like to note that if a participant submits more than the required five (5) proposals or reference proposals in total within the Portfolio, the jury will evaluate the first five (5) proposals according to the order (sequence) of their inclusion in the participant's Portfolio and disregard any further proposals.

4.3.4 For each reference proposal submitted for the purpose of demonstrating compliance with the conditions for participation under paragraph 4.1.2(e2) of the Competition Conditions, i.e. reference proposals under paragraph 4.3.3(a) and (b) of the Competition Conditions, at least the following information shall be **mandatory**:

- author(s) of the design (only a concrete natural person, i.e. the Architect);
- amount of estimated total investment costs in CZK without VAT;
- year, month and date of entry into force of the building permit / project permit in the format YYYY/MM/DD (of reference design required under paragraph 4.1.2(e2)(i). of the Competition Conditions);
- year, month and date of entry into force of the building permit / project permit in the format YYYY/MM/DD (of reference design required under paragraph 4.1.2(e2)(ii). of the Competition Conditions);
- enclosed space or gross floor area.

4.3.5 For each reference design, it is **recommended** to provide the following information:

- information on whether the proposal relates to the already completed building / building complex and, if so, the year of completion and the investor's contact details (name/company name, registered office address, e-mail, telephone number).
- the place of design (or place of implementation, if applicable);
- in the case of a proposal awarded or rewarded in a design competition or in a procurement procedure with a competitive dialogue, the identification of that design competition or procurement procedure with a competitive dialogue (name and identification of its Contracting Authority);
- brief written statement describing the project.

4.3.6 The Request to Participate will be submitted in *.pdf format.

4.4 Portfolio assessment and reduction of participants

- 4.4.1 The jury shall evaluate the submitted portfolios according to the degree of fulfilment of the criterion "**Overall urban-architectural quality of reference designs**". For evaluation purposes, two (2) building proposals submitted for the purpose of demonstrating compliance with the conditions for participation under paragraph 4.1.2 (e2) of the Competition Conditions as well as the remaining maximum of three (3) reference proposals submitted within the portfolio shall be considered reference proposals.
- 4.4.2 The degree of fulfilment of the criterion in paragraph 4.4.1 of the Competition Conditions, which cannot be expressed quantitatively in the case of this Competition, will be evaluated by the jury on the basis of the experience and expertise of its individual members. This method of assessing the competition proposals is entirely within the discretion of the jury and according to Section 12.3.2 of the Competition Conditions, the participants of the Competition by participating in it express their consent to this method of evaluating.
- 4.4.3 The jury will evaluate the portfolios submitted in the Request to Participate and gradually reduce the number of participants in the 3 stages of assessment using the preferences below:
- **Assessment Phase 1** – At this phase of assessment, the jury will select the portfolios of participants that stand out from the other submitted portfolios in terms of the higher level of reference designs for the second phase. Participants who did not advance to the next phase of evaluation submitted portfolios with reference designs that were of average quality during the first phase of evaluation and met the criteria for overall urban-architectural quality to a standard degree.
 - **Assessment Phase 2** – At this phase of the assessment, the jury will select the portfolios of participants for the third phase of assessment, which, compared to the portfolios of participants selected for the second phase of evaluation, are characterized by the highest level of reference designs. Participants who did not advance to the third phase of assessment submitted portfolios with reference designs in the second phase of evaluation, which were characterized by a high level of reference designs and exceeded the criteria for overall urban-architectural quality.
 - **Assessment Phase 3** – At this phase of the assessment, the jury will select the portfolios of participants which, compared to the other submitted portfolios that did not progress to third phase, are characterised by the highest level of quality of the reference designs. Portfolios of participants selected in the third phase of the assessment provide the highest degree of guarantee that participants will prepare a competition design of at least comparable urban-architectural quality in relation to the subject of the Competition design.

- 4.4.4 The jury shall enter its conclusions in the protocol for the assessment of Requests to Participate and shall select at **least 8 and a maximum of 11 participants** whose portfolios have met the criterion "Overall urban-architectural quality of the reference designs" to the highest extent and recommend to the Contracting Authority that such participants be invited to submit competitive proposals. The Contracting Authority is bound by the opinion of the competition jury.
- 4.4.5 Based on the opinion of the jury, the Contracting Authority shall take a decision to reduce the number of participants, invite the participants selected pursuant to Section 4.4.3 of the Competition Conditions and notify the remaining participants of its decision to exclude them. The Contracting Authority shall also send a protocol on the assessment of Requests to Participate to all participants.

4.5 Consequences of not meeting the conditions for participation in the Competition

- 4.5.1 The Contracting Authority is entitled to invite the participants who submitted the Request to Participate, or the competition proposal, to complete or explain the information or documents forming the Request to Participate or the competition proposal pursuant to Section 46 of the Act. The Contracting Authority may verify the credibility of the provided information or documents forming the Request to Participate or the competition proposal and may also obtain them themselves pursuant to Section 39 (5) of the Act.
- 4.5.2 For the avoidance of doubt, the Contracting Authority states that the notice under the preceding paragraph will be made to the participant via the Electronic Tool. A deadline will be set by the Contracting Authority for the participant to explain or complete the Request to Participate or the competition proposal.
- 4.5.3 If the participant fails to explain or complete the required information or documents forming the Request to Participate or the competition proposal within the specified period, or fails to do so in full, the participant shall be excluded by the Contracting Authority from participation in the Competition prior to the deliberations of the jury to evaluate the portfolios pursuant to paragraph 4.4.5 of the Competition Conditions, or their competition proposal shall be excluded from assessing by the jury, and subsequently excluded from the Competition by the Contracting Authority.
- 4.5.4 The Contracting Authority shall exclude from participation in the Competition any participant who, upon verification of the facts stated in the Request to Participate in the Competition and inspection of the submitted documents, is found not to have fulfilled the terms of participation in the Competition.

4.6 Conditions for concluding a contract for the performance of a Subsequent Contract

4.6.1 The participant, who will be invited to conclude a contract for the performance of the Subsequent Contract on the basis of the results of the NPWP, shall submit to the Contracting Authority:

- a) if not already available to the Contracting Authority, copies of documents proving compliance with the conditions for participation in the Competition referred to in paragraph 4.1 of the Competition Conditions,
- b) or, at the request of the Contracting Authority, if it is a foreign legal entity, it shall provide a statement from a foreign register similar to the register of beneficial owners pursuant to Act No. 37/2021 Coll., on the Register of Beneficial Owners, as amended, or, if no such register exists, it shall provide:
 - b1) identification information of all people who are the beneficial owner thereof,
 - b2) documents showing the relationship of all people referred to in point (b.1) to the participant. A non-exhaustive list of these documents is provided in Section 122 (6) (b) of the Act.
- c) provide a copy of:
 - c1) certificate of authorization within the meaning of Section 4 (1) of the Act on Professional Practice, or under the law of the country of which they are a citizen or in which their registered office is;
 - c2) a business licence for design activities in construction (does not apply to persons practicing architecture as a freelance profession and to natural persons or legal entities established in a country where such authorization is not required).

4.6.2 **The participant is obliged to carry out the performance of the Subsequent Contract through the Architect, through whom he/she demonstrated compliance with the condition of participation in the Competition according to paragraph 4.1.2 (e) of the Competition Conditions and which he/she provided in the supporting document *P03 – Template of the Declaration of Honour on Meeting the Conditions of Participation* and *P11 – Template of Participant Information*.**

4.6.3 The participant, who is not a citizen of the Czech Republic or does not have its registered office in the Czech Republic, shall prove before concluding the contract for the Subsequent Contract that they are a person authorized to perform selected activities in construction pursuant to Section 7 (1) (b) and Section 30a of the Act on Professional Practice or prove a connection with another person who does have the authorization to perform selected activities in construction in the Czech Republic.

- 4.6.4 When preparing their competition proposal and subsequently fulfilling the Subsequent Contract, Competition participants are advised to allow an unauthorized person with architectural education or a person who is systematically preparing for professional practice as part of their university studies to perform professional practice.

5 Competition proposal

5.1 Requirements for the competition proposal

5.1.1 The competition proposal will **bindingly** include:

- a) the graphic part (see paragraph 5.2 of the Competition Conditions);
- b) the text part (see paragraph 5.3 of the Competition Conditions);
- c) the insert model (see paragraph 5.4 of the Competition Conditions);
- d) other required documents (see paragraph 5.5 of the Competition Conditions).

5.2 Graphic part

5.2.1 For better comparability of proposals, the Contracting Authority strongly **recommends that** the graphic part includes the following depictions:

- a) the overall situation of the area of interest at a scale of 1:500;
- b) an annotation describing the fundamental ideas of the overall design concept (approx. 500 characters including spaces);
- c) a floor plan documenting 1. above-ground floor, including room legends, and the adjacent public spaces at a scale of 1:200;
- d) floor plans of all other storeys at a scale of 1:200, including room legends;
- e) a longitudinal and a transverse section through the building in a broader context, showing its connection to the adjacent public spaces at a scale of 1:200;
- f) elevations of the building showing neighbouring buildings at a scale of 1:200;
- g) photomontages of the design inserted into photographs (document *P17 – Base photographs*), from Benešova Street towards Malinovského Square and from Koliště Street towards the Main Train Station;

Furthermore, it is **recommended** that the graphic part of the competition proposal contains:

- h) diagrams (e.g. broader urban relationships, design concept, operational scheme, transport solution, blue-green infrastructure solution, vegetation, and others);

i) additional visualisations at the participant's consideration.

5.2.2 The Contracting Authority **requests** to arrange the graphic part of the proposal according to paragraph 5.2.1 of the Competition Conditions **on 4 panels** of B1 format (700 x 1,000 mm) height-oriented, and for the arrangement of the panels and better comparability of the proposals **recommends** using the document *P08 – Competition Panels Template*. The Contracting Authority notes that if the participant submits the competition proposal on multiple panels, only the first 4 panels will be presented to the jury.

5.2.3 The graphic part is **recommended** to be submitted on panels of lightweight material for exhibition purposes (e.g. Kapa board, Forex, etc.).

5.2.4 The graphic part according to paragraphs 5.2.1 to 5.2.2 of the Competition Conditions will be **bindingly submitted to the Contracting Authority within the period according to paragraph 9.6.1 of the Competition Conditions in paper form, i.e. physically**.

5.3 Text part

5.3.1 It is **recommended** that the text part contains:

- a) a title page with a list of the parts of the competition proposal marked with a sequential number and the title of each part, including the follow-up sequential numbering (see Section 5.7.1(b) of the Competition Conditions);
- b) an annotation of the overall design solution derived from the graphic part (pursuant to paragraph 5.2.1 of the Competition Conditions), describing the fundamental ideas of the proposal in the **recommended** scope of approx. 500 characters including spaces;
- c) the written explanation of the proposal (the author's report) in the recommended scope of approx. 7,200 characters including spaces. The text shall separately describe the urban-architectural design solution, the architectural-structural and layout solution, the building's energy concept, the landscape solution of the adjacent public spaces, the blue-green infrastructure solution, and the traffic solution;
- d) the completed balance table pursuant to document *P10 – Template of the Balance Table*, the balance table shall also be submitted in *.xls or *.xlsx format;
- e) reduced printouts of the panels in the graphic part in A4 format.

5.3.2 The Contracting Authority **recommends** arranging the text part of the proposal according to paragraph 5.3.1 of the Competition Conditions according to the document *P09 – Text Part*

Template. The **recommended** range of the text part is up to 5 A4 pages (cover page, completed balance tables and reduced printouts of the graphic part are not included).

5.3.3 The text part may contain additional information and technical specifications of the proposal in the form of text, tables, pictures, sketches or diagrams specifying the principle of the solution and technical specification of the proposal.

5.3.4 The text part according to paragraph 5.3.1 of the Competition Conditions will be **submitted to the Contracting Authority** by means of the Electronic Tool **within the period according to paragraph 9.6.1 of the Competition Conditions**.

5.4 Insert model

5.4.1 The competition proposal will also include a 1:500 scale insert model. The model will be made by any technique according to the document *P16 – Insert Model Materials*, and at the same time:

- a) the insert model will be mounted on a firm board to allow insertion into the context model;
- b) the colour of the proposed development, terrain and greenery shall be in a white shade (RAL 9003);
- c) the roadway lines in the model shall be milled into the terrain surface to a depth of 0.75 mm;
- d) the insert model will be provided with tree staffage.

5.4.2 The insert model according to paragraph 5.4.1 of the Competition Conditions will be **bindingly submitted to the Contracting Authority within the period according to paragraph 9.6.2 of the Competition Conditions**.

5.5 Other required documents

5.5.1 The participant's competition proposal will also contain the following documents:

- a) the document "**Participant Information**", which shall contain the information specified in document *P11 – Template of Participant Information* (natural person/company, address, e-mail, telephone number, data box ID, etc.);
- b) the signed declaration of honour on meeting the requirements for ensuring copyright protection of the design in the participant-author relationship, pursuant to document *P12 – Template of the Declaration of Honour on Meeting the Requirements for Ensuring Copyright Protection of the*

Design in the Participant-Author Relationship (see paragraph 11.1 of the Competition Conditions);

- c) the non-binding price offer for the Subsequent Contract pursuant to paragraph 3.3.5 of the Competition Conditions; the price offer shall be structured in accordance with the document *P13 – Model Table – Non-binding Tender Price for Completing Design and Engineering Services*; the non-binding price offer shall not be submitted to the jury but will serve as a basis for the NPWP;
- d) in the case of foreign participants, a confirmation or declaration of honour regarding tax domicile or its equivalent.

5.5.2 Documents pursuant to paragraph 5.5.1 of the Competition Conditions will be submitted **digitally** to the Contracting Authority within the deadline for submission of competition proposals via the Electronic Tool and are recommended to be included in a separate folder entitled "**Dalsi_pozadovane_dokumenty_Other_Required_Documents**" (see *P07 – Safe Submission Guide*).

5.6 Physical and digital form of the competition proposal

5.6.1 For the avoidance of doubt, the Contracting Authority states that the participant will submit a competition proposal:

a) **physically**

The competition proposal submitted physically will include:

- a1) **the graphic part** (see paragraph 5.2 of the Competition Conditions);
- a2) **the insert model** (see paragraph 5.4 of the Competition Conditions);

b) **digitally**

The competition proposal submitted in digital form will include:

- b1) **the text part** of the competition proposal (see paragraph 5.3 of the Competition Conditions) in the **recommended** *.pdf format at 300 dpi resolution, including an **annotation** (in the **recommended** *.doc or *.docx format) and the completed **balance table** pursuant to document *P10 – Template of the Balance Table* (in the **recommended** *.xls or *.xlsx format) and **reduced printouts of the panels in the graphic part** in A4 format;
- b2) **other required documents** forming the competition proposal, placed in a separate folder with the **recommended** name "

Dalsi_pozadovane_dokumenty_Other_Required_Documents " (see paragraph 5.5 of the Competition Conditions);

a)

OPTIONAL:

b3) the graphic part of the competition proposal (see paragraph 5.2 of the Competition Conditions),

If a participant fails to submit the above-mentioned graphic part as part of their competition proposal submitted in digital form, they will not be included in the presentation of the Competition results. The Contracting Authority will also use the graphic part of the proposal for the purpose of publishing the competition proposal in the catalogue of competition proposals, or on the website of the Contracting Authority and the Competition Organizer and the CCA. Therefore, the Contracting Authority recommends that participants supply the print-quality data that was used to create the graphic part of the competition proposal (see paragraph 5.2 of the Competition Conditions) in **an open** format (e.g. for AutoCAD – format *.dwg or *.pdf, for InDesign – package with all links, for Photoshop – format *.psd or *.tiff with preserved layers, etc.). The participant, by submitting the above-mentioned formats of the graphic part, can avoid doubts of the Contracting Authority when examining the competition proposals.

5.6.2 In the event of any discrepancy between the parts of the competition proposal submitted by the participant both digitally and physically, the physical form of the competition proposal shall be decisive in the case of the graphic part of the competition proposal, and the digital (electronic) form of the competition proposal shall be decisive in the remaining parts of the competition proposal.

If the participant submits a part of the competition proposal submitted digitally by means other than the Electronic Tool (e.g. by data box, e-mail, etc.), the proposal will be considered unsubmitted and the participant will be excluded from the Competition by the Contracting Authority.

5.7 Labeling of the proposal and its parts, packaging of the competition proposal

5.7.1 Parts of the competition proposal submitted physically (see paragraph 5.6.1(a) of the Competition Conditions) are **recommended** to label as follows:

a) in the lower right corner, a 3 × 3 cm box in which the Competition Secretary will mark the proposal identification number;

- b) in the lower left corner, a 3 × 3 cm box in which the participant places the serial number of the proposal part according to the list included in the text part;
- c) at the bottom centre with the text " **Nová budova Magistrátu města Brna / New building of the Brno City Municipality** ".

5.7.2 The above mentioned requirements for labeling of the proposal and its parts are set as **recommendations**; however, if the participant chooses another form of labeling, the anonymity of the Competition and the clarity of the proposal must not be compromised.

The parts of the design submitted physically (see paragraph 5.6.1(a) of the Competition Conditions) should, in the participant's own interest, be placed in a firm and sealed package protecting the proposal against damage and secured against opening, marked with the inscription: " **NEOTEVÍRAT / DO NOT OPEN – SOUTĚŽNÍ NÁVRH – NOVÁ BUDOVA MAGISTRÁTU MĚSTA BRNA / COMPETITION PROPOSAL – NEW BUILDING OF THE BRNO CITY MUNICIPALITY** ".

The requirements for the package are **recommended**; however, the Contracting Authority shall not be held liable if proposals without proper marking on the package are not delivered to the place of submission of competition proposals or are damaged, nor for the jury's inability to assess damaged competition proposals.

5.8 Terms of anonymity of the competition proposal

5.8.1 Competition proposals will be presented **anonymously**. No part of the competition proposal (except as explicitly provided in these Competition Conditions) may contain the participant's name and signature or password or any other graphic mark that could lead to the participant's identification and thereby breach of anonymity.

5.8.2 Due to the necessity of observing the anonymity of the sender, the following unified sender address will be provided for all mailed competition entries:

Czech Chamber of Architects
Josefská 6, 118 00 Prague 1 – Malá Strana,

5.8.3 If the competition proposal is to be sent by post or other public transport of consignments from outside the Czech Republic, the participant shall, due to the necessity of observing the anonymity of the sender, state as the address of the sender the name and address of the professional association in which he/she is registered under the law in force in the country of the sender or of any other public organization with which it agrees on this procedure.

5.8.4 The Contracting Authority shall exclude from the Competition a participant whose proposal is found to be in breach of the conditions of anonymity of the proposal by the examiner and the Secretary of the Competition when reviewing the competition proposals or by the jury when evaluating the competition proposals.

5.8.5 Competition proposals excluded from assessing by the jury for breach of anonymity will not be evaluated even outside the Competition.

5.9 Consequences of non-compliance with competition proposal requirements

5.9.1 Competition proposals that violate the mandatory requirements specified in paragraphs 5.1 to 5.6 of the Competition Conditions (binding requirements of the competition proposal), 12.1 of the Competition Conditions (language of the Competition) or violate the requirements for maintaining the anonymity of the Competition shall be excluded from assessing by the jury, and the Contracting Authority shall subsequently exclude the participant from participation in the Competition pursuant to Section 10, paragraph 6 of the Competition Rules.

5.9.2 Under the terms of Section 10, paragraph 7 of the Competition Rules, competition proposals excluded from assessing by the jury for breaching the Competition Conditions will not be assessed even outside the Competition and cannot receive a special prize.

6 Availability of competition documentation, competition materials, explanation of Competition Conditions

6.1 Availability of competition documentation

- 6.1.1 The Competition Conditions, including all its annexes, are available in the Electronic Tool from the date of announcement of the start of the Competition (see paragraph 9.2.2 of the Competition Conditions).

6.2 Competition materials

- 6.2.1 For the purposes of submitting Requests to Participate, the Contracting Authority shall provide the participants with the following digital materials in the following format:

P01 – Assignment (*.pdf)

P02 – Template of the Request to Participate (*.doc, *.docx)

P03 – Template of the Declaration of Honour on Meeting the Conditions of Participation (*.doc, *.docx)

P04 – Area of interest (*.dwg, *.pdf)

P05 – Requirements for the Scope of Performance and Basic Provisions of the Contract for the Preparation of Project Documentation and for the Performance of Designer's Supervision (*.pdf)

P06 – Safe Submission Guide (*.pdf)

- 6.2.2 For the purposes of submitting competition proposals, the Contracting Authority will additionally provide the participants selected in accordance with Section 4.4.5 of the Competition Conditions, together with the call for competition proposals, with the following documents in digital form in the following formats:

P07 – Space Requirements for the Building (*.xls, *.xlsx)

P08 – Competition Panels Template (*.pdf)

P09 – Text Part Template (*.doc, *.docx)

P10 – Template of the Balance Table (*.xls, *.xlsx)

P11 – Template of Participant Information (*.doc, *.docx, *.pdf)

P12 – Template of the Declaration of Honour on Meeting the Requirements for Ensuring Copyright Protection of the Design in the Participant-Author Relationship (*.doc, *.docx, *.pdf)

P13 – Model Table – Tender price for complete design and engineering works (*.xls, *.xlsx)

P14 – Map materials to the territory – planimetry, altimetry, cadaster, orthophotomap... (*.dgn, *.dwg, *.pdf, *.jpg)

P15 – 3D Model (*.skp, *.dwg)

P16 – Insert Model Materials (*.skp, *.dwg)

P17 – Base photographs (*.jpg)

P18 – Geological and Hydrogeological Conditions in the Area (*.pdf)

P19 – Benešova, Conceptual Study, KAM, 2024 (*.pdf)

P20 – Transport-urban Study of the Špitálka-Radlas Area, KAM, 2025 (*.pdf)

The Contracting Authority reserves the right to provide the participants with additional competition materials beyond the list set forth in paragraph 6.2.2 of the Competition Conditions for the purposes of submitting the competition proposal.

6.2.3 By submitting a competition proposal, participants declare that they have used the materials exclusively for the purpose of deciding whether to participate in the Competition and for preparing their competition proposal.

6.2.4 The Contracting Authority also provides informational references to some spatial planning materials and spatial planning documentation:

- valid master plan – upmb.brno.cz/uzemni-plan-mesta-brna/vydany/
- spatial analytical documents – upmb.brno.cz/uzemne-planovaci-podklady/uzemne-analyticke-podklady/
- general drainage plan of the city of Brno – upmb.brno.cz/uzemne-planovaci-podklady/uzemni-studie/generel-odvodneni-mesta-brna/
- conceptual documents of the City of Brno – www.brno.cz/w/koncepcni-dokumenty
- data about Brno – data.brno.cz/
- map portal of the city of Brno – gis.brno.cz/

7 Evaluation criteria for design proposals

7.1 Evaluation criteria for design proposals

7.1.1 To evaluate proposals in the Competition, the competition proposals will be evaluated on the basis of the following criteria, in no particular order of importance:

- a) **overall quality of the competition proposal,**
- b) **economic adequacy of the competition proposal.**

7.1.2 Within the evaluation criterion "overall quality of the competition proposal", the competition jury will evaluate the quality of the urban-architectural design, operational functionality and feasibility, the quality of the transport solution and the degree of fulfillment of the requirements of the competition assignment.

7.1.3 Within the evaluation criterion "economic adequacy of the competition proposal", the competition jury will evaluate the cost-effectiveness of the designs, taking into account the estimated investment costs and the future operating costs of the building.

7.2 Evaluation of proposals by the jury

7.2.1 The degree of fulfillment of the criteria, which cannot be expressed quantitatively in the case of this Competition, will be evaluated by the jury on the basis of the experience and expertise of its individual members. This method of assessing the competition proposals is entirely within the discretion of the jury and according to Section 12.3.2 of the Competition Conditions, the participants of the Competition by participating in it express their consent to this method of evaluating.

7.2.2 Pursuant to Section 8(9) of the Competition Rules, if the nature of the competition entries so requires, the jury may, with the prior consent of the Contracting Authority, invite experts to participate in its work. These experts shall participate in those parts of the jury's proceedings to which they have been invited, but only in an advisory capacity.

8 Prizes, rewards and reimbursements of expenses associated with participation in the Competition

8.1 Total amount for prizes and rewards in the Competition

The total amount for prizes and rewards in the Competition is set at **CZK 6,200,000** (in words: six million two hundred thousand Czech crowns).

8.2 Prizes

8.2.1 The first prize is set at **CZK 1,500,000** (in words: one million five hundred thousand Czech crowns).

8.2.2 The second prize is set at **CZK 1,300,000** (in words: one million three hundred thousand Czech crowns).

8.2.3 The third prize is set at **CZK 1,000,000** (in words: one million Czech crowns).

8.3 Rewards

8.3.1 The Contracting Authority will not award any rewards.

8.4 Reimbursement of expenses related to participation in the Competition

8.4.1 Among the participants whose competition proposal will not be eliminated from the Competition during the judging process and will not be awarded a prize, an amount of up to **CZK 2,400,000** (in words: two million four hundred thousand Czech crowns) will be equally distributed, while one design will be awarded a **minimum amount of CZK 300,000** (in words: three hundred thousand Czech crowns) **and a maximum amount of CZK 480,000** (in words: four hundred eighty thousand Czech crowns).

8.5 Conditions for a possible decision on a different distribution of prizes or the non-award of certain prizes

Under the conditions laid down in Section 10 (8) in conjunction with Section 12 (2) of the Competition Rules, the jury may, in exceptional cases, decide not to award some of the prizes announced and not to distribute the amounts set for them or distribute them in another way. In special cases, the jury may decide on a different distribution of the total amount into individual prizes. The jury must provide detailed reasons for its decision in the Competition Report, together with a record of the votes cast by the ordinary members of the jury.

8.6 Requirements for taxation of prizes and reimbursement of expenses distributed in the Competition

- 8.6.1 Prizes awarded in the Competition to non-business individuals will be reduced by 15% income tax in accordance with Section 36(2)(i) of Act No. 586/1992 Coll., on Income Tax, as amended, which will be paid to the tax administrator by the Contracting Authority in accordance with Act No. 280/2009 Coll., Tax Code, as amended.
- 8.6.2 Prizes awarded in the Competition to legal entities and self-employed individuals will be paid in full and taxed by the legal entity or self-employed individual itself as part of its regular tax return, in accordance with Act No. 586/1992 Coll., on Income Tax, as amended.
- 8.6.3 Reimbursement of expenses associated with participation in the Competition is subject to value added tax (VAT) pursuant to Act No. 235/2004 Coll., on Value Added Tax, as amended and will be paid by the Contracting Authority after the end of the Competition based on an invoice issued by the participant. The Contracting Authority will invite the participant to invoicing.
- 8.6.4 Prizes and reimbursements of expenses awarded in the Competition to non-resident participants in the Czech Republic will be paid in full. Income tax shall be paid by such participants in accordance with the laws and regulations applicable and effective in their place of tax residence.

9 Course of the Competition

9.1 Discussion of the Competition Conditions before the Competition start

- 9.1.1 The Competition Conditions were discussed by the jury of the Competition at its inaugural meeting on 27 November 2025 and subsequently agreed as amended on 5 December 2025 by voting per rollam. Written confirmation of consent is available from the Contracting Authority.
- 9.1.2 Competition conditions were approved by the Brno City Council on 7 January 2026.
- 9.1.3 The CCA issued a confirmation of the regularity of the conditions on 17 December 2025 by letter ref: 680-2025/DM/KS.

9.2 Start of the Competition

- 9.2.1 The Competition opens on the date of sending the announcement of the start of the Competition for publication in the Bulletin of Public Procurement (vz.nipez.cz/), on **9 January 2026**.
- 9.2.2 The Competition Conditions are available in the Electronic Tool from the date of announcement of the start of the Competition in the Public Procurement Bulletin.
- 9.2.3 The Contracting Authority (Contracting Authority's representative) communicates with the participants in writing. Written communication between the Contracting Authority (Contracting Authority's representative) and the participant must be electronic (except in cases pursuant to Section 211 (3) of the Act), in particular through the Electronic Tool.
- 9.2.4 In order to communicate with the Contracting Authority via the Electronic Tool, the participant is obliged to register at the website of the Electronic Tool: ezak.brno.cz/registrace.html, for more information see the document *P06 – Safe Submission Guide*.

Notice:

Registration for the purpose of submitting the Request to Participate is about 3 working days. This operational delay of the Electronic Tool must be taken into account as the participant is responsible for submitting the Request to Participate / competition proposal.

9.3 Tour of the competition venue

- 9.3.1 A tour of the competition venue will be organized for participants invited to submit their proposals on **2 April 2026**. Tour participants will meet at 1:00 p.m. in front of the entrance to the fenced construction site on Benešova Street.
- 9.3.2 Any change in the date of the tour of the competition venue will be published during the Competition in the manner specified in paragraph 9.4 of the Competition Conditions, but no later than the 10th day before the originally scheduled date of the tour.
- 9.3.3 An explanation of the competition site may be requested during the tour. The Contracting Authority shall provide an explanation on the spot and ensure that a full transcript of the request and explanation is published together with other explanations of the Competition Conditions pursuant to paragraph 9.4 of the Competition Conditions.

9.4 Explanation of competition documentation

- 9.4.1 Participants may submit a request for clarification of the Competition Conditions via the Electronic Tool no later than 8 working days before the deadline for submitting Requests to Participate in the Competition, **provided that the request relates to the Competition in the section on submitting of the Request to Participate.**

The Contracting Authority shall publish the response to the request via the Electronic Tool, including the exact wording of the participant's request (without their identification), no later than 5 working days before the deadline for submitting Requests to Participate.

- 9.4.2 Participants may submit a request for clarification of the Competition Conditions via the Electronic Tool at least 17 working days before the deadline for submission of competition proposals in accordance with Section 9.6.1 of the Competition Conditions, **provided that the request relates to the Competition in the section on submitting of the competition proposal.**

The Contracting Authority shall publish the response to the request via the Electronic Tool, including the exact wording of the participant's request (without their identification), no later than 14 calendar days before the deadline for submission of competition proposals.

- 9.4.3 If the participant requests clarification of the Competition Conditions later than specified in paragraphs 9.4.1 and 9.4.2 of the Competition Conditions, the Contracting Authority is not obliged to provide and publish an explanation.

- 9.4.4 However, if the Contracting Authority decides to provide an explanation despite the fact that it is not obliged to do so, it is always obliged to comply with Section 144 (2) of the Act and to extend the deadline for submitting Requests to Participate / competition proposals reasonably.
- 9.4.5 The Contracting Authority is entitled to publish an explanation of the Competition Conditions even without prior request from participants. In such a case, the Contracting Authority shall publish such explanation through the Electronic Tool.

9.5 Submission of Requests to Participate

- 9.5.1 Requests to Participate shall be **submitted via the Electronic Tool by 2 February 2026 at 12:00 CET**.
- 9.5.2 Participants must be registered in the Electronic Tool (ezak.brno.cz/registrace.html) in order to submit an electronic Request to Participate. Please note that the operator of the Electronic Tool may set aside 3 working days for the approval of a registration.
- 9.5.3 Participants **are advised** to follow the *P06 – Safe Submission Guide* when applying to participate.
- 9.5.4 The Contracting Authority shall assess the information and documents contained in the Request to Participate in terms of compliance with the conditions for participation set out in paragraph 4.1 of the Competition Conditions.
- 9.5.5 The jury will assess the Requests to Participate in the light of the criterion set out in paragraph 4.4 of the Competition Conditions and propose to the Contracting Authority the selection of participants for submission of competition proposals in the Competition (see paragraph 4.4.4 of the Competition Conditions).
- 9.5.6 The Contracting Authority shall, without undue delay, **but no later than 12 weeks before the deadline for submission of the competition proposals** (see paragraphs 9.6.1 and 9.6.4 of the Competition Conditions), invite selected participants to submit their competition proposals and inform participants who have not been selected and have therefore been excluded from further participation in the Competition. The deadline for submission of proposals in the Competition starts on the date of submission of such invitation through the Electronic Tool.

9.6 Submission of competition proposals

- 9.6.1 The participant shall submit **a graphic part** of the competition proposal to the Contracting Authority **physically** to the extent specified in paragraph 5.6.1 (a1) of the Competition Conditions within the period of **12 June 2026 to 12:00 CEST**.

- 9.6.2 The participant shall submit **an insert model** of the competition proposal to the Contracting Authority **physically** to the extent specified in paragraph 5.6.1 (a2) of the Competition Conditions, within the period of **19 June 2026** until **12:00 CEST**.
- 9.6.3 Parts of the competition proposals that are submitted **physically** shall be submitted within the above-mentioned deadline (see paragraphs 9.6.1 and 9.6.2 of the Competition Conditions) to the Secretary of the Competition, at **Zelný trh 331/13, 602 00 Brno, 1st floor**, on any working day from 9:00 a.m. to 5:00 p.m. and on the last day of the deadline for submission of the competition proposal from 9:00 a.m. to 12:00 p.m.

In the event of sending a part of the competition proposal that is submitted physically by post or other public transport of consignments, the participant is obliged in his own interest to ensure delivery to the above address within the period according to paragraphs 9.6.1 and 9.6.2 of the Competition Conditions.

The person accepting the part of the competition proposal submitted by the participant shall physically mark the part of the competition proposal with a serial number, date, and time of acceptance. In the case of personal delivery, the participant shall be issued a confirmation of acceptance of the proposal with details of the date and time of acceptance.

- 9.6.4 At the same time, the participant shall submit to the Contracting Authority, via the Electronic Tool, a part of the competition proposal submitted **digitally** to the extent specified in paragraph 5.6.1 (b) of the Competition Conditions, **within the deadline for submitting the graphic part specified in paragraph 9.6.1 of the Competition Conditions**.

Participants **are advised** to follow the instructions in the document *P06 – Safe Submission Guide* when submitting a part of the competition proposal in digital form.

Notice:

If the participant submits a part of the competition proposal submitted digitally by means other than the Electronic Tool (e.g. by data box, e-mail, etc.), the proposal will be considered unsubmitted and the participant will be excluded from the Competition by the Contracting Authority.

- 9.6.5 Any participant who submits only one of the required parts (the graphic part of the competition proposal submitted physically or the part of the competition proposal submitted digitally) within the deadline specified in paragraph 9.6.1 of the Competition Conditions and submits the other required part after this deadline has expired will be excluded from the Competition by the Contracting Authority. In the case of personal handover, the Contracting Authority has the right not to accept part of the competition proposal submitted physically after the deadline for submission of competition proposals pursuant to paragraph 9.6.1 of the Competition Conditions.
- 9.6.6 Each participant may submit only one competition proposal. The Contracting Authority shall not accept variants of the competition proposal.

9.7 Verification of compliance with the conditions of the Competition

- 9.7.1 The Competition Secretary, who is bound by confidentiality in relation to the jury and the examiner, will check compliance with the conditions for participation in the Competition and will check the required documents in accordance with Section 5.5.1 (a) to (d) of the Competition Conditions immediately after the deadline for submitting competition proposals.

The Competition Secretary, who will check the compliance with the conditions for participation in the Competition, will be bound by the obligation of silence so that the jury, including the examiner, evaluates anonymous proposals until the jury decides on the final ranking and distribution of prizes.

- 9.7.2 The Competition Secretary shall draw up a report from the verification, which shall be submitted to the jury after the final ranking and distribution of prizes has been decided, and which shall be attached to the Competition Report.

- 9.7.3 The Competition Secretary shall, before examining the competition proposals, ensure that the competition proposal submitted in digital form in the part that is to be submitted to the jury (written part according to paragraph 5.3. of the Competition conditions) was anonymized and marked with the serial number of the competition proposal and submitted to the examiner for examination.

- 9.7.4 The Competition Secretary shall also ensure that other required documents of the competition proposal submitted digitally pursuant to paragraph 5.6.1 (b) of the Competition Conditions are marked with the identification number of the competition proposal, under which the competition proposals are evaluated pursuant to paragraph 9.8.2 of the Competition Conditions, and shall be forwarded to the jury after the final ranking and distribution of prizes has been decided.

9.8 Examination of the design proposals

- 9.8.1 Examination of the competition proposals shall be carried out by the Examiner in cooperation with the Competition Secretary immediately after the deadline for submission of graphic parts of the competition proposals pursuant to paragraph 9.6.1 of the Competition Conditions and the deadline for submission of insert models of the competition proposals pursuant to paragraph 9.6.2 of the Competition Conditions.
- 9.8.2 After unpacking the competition proposals, the Competition Secretary will mark the individual parts of the proposal with an identification number under which the proposals will be examined and evaluated. At the discretion of the jury or the Contracting Authority, the numbers of the competition proposals may be changed; however, no later than to the moment the evaluation of the competition proposals begins.

- 9.8.3 The Examiner and the Competition Secretary shall prepare a **Report** from the examination of the competition proposals, which shall be submitted to the jury and attached to the Competition Report.

9.9 Evaluation meeting of the jury

- 9.9.1 The date of the jury meeting for the evaluation of the competition proposals will be held without delay after the examination of the competition proposals, but no later than two months after the deadline for submission of the competition proposals according to paragraph 9.6.1 of the Competition Conditions.

9.10 Competition Report

- 9.10.1 From all meetings of the jury, the Competition Secretary, or another person authorized by the chairman of the jury, shall draw up a **Competition Report**, the accuracy of which shall be confirmed by the signature of all ordinary members of the jury and the person recording.
- 9.10.2 Different opinions of the ordinary members of the jury may be recorded in the Competition Report if they expressly request it.

9.11 Decision on the selection of a proposal and its announcement

- 9.11.1 The Contracting Authority shall be bound by the opinion of the jury when selecting a proposal.
- 9.11.2 The Contracting Authority shall accept the decision on the selection of the proposal within 90 days of the jury's decision (signing of the Competition Report).
- 9.11.3 The Contracting Authority may decide to reassess and reevaluate the competition proposals for the reasons specified in Section 148 (7) of the Act and Section 11 (1) of the Competition Rules.
- 9.11.4 The Contracting Authority shall announce the outcome of the Competition and the selection of the proposal via the Electronic Tool within 10 working days of receiving the final decision on the selection of the most suitable proposal. The Competition Report shall be attached to the announcement.
- 9.11.5 The results of the Competition will be published after the Contracting Authority has made its final decision on the selection of the most suitable proposal, using the same methods by which it announced the Competition.

9.12 Making the competition proposals available

The fifteen-day period for accessing the competition proposals begins on the date of publication of the announcement of the Competition results and the Competition Report.

Applications for access to the competition proposals shall be submitted in writing to the e-mail address: pavlicek.tomas@kambrno.cz or via the Electronic Tool.

9.13 Closing the Competition, cancelling the Competition

9.13.1 The Competition shall close on the date on which:

- a) the deadline for submitting objections to the selection of the proposal pursuant to Section 241 et seq. of the Act and Section 13 of the Competition Rules expires for all participants, unless objections have been submitted;
- b) in the case of objections, the deadline for filing a petition to initiate proceedings for examination of the actions of the Contracting Authority with the Office for the Protection of Competition pursuant to Section 251 (2) or (3) of the Act expires if the petition is not filed;
- c) in the case of filing a petition to initiate proceedings for examination of the actions of the Contracting Authority pursuant to Section 251 (1) of the Act, the decision to discontinue administrative proceedings or reject the petition shall become final;
- d) the decision to cancel the Competition under Section 263 of the Act becomes final.

9.13.2 The Contracting Authority has the right to cancel the Competition. In such a case, the Contracting Authority is obliged to pay to each participant who proves that he or she has elaborated or prepared the competition proposal an indemnity equal to a proportion of the total amount of prizes and reimbursements of expenses, up to a maximum of **CZK 1,000,000** (in words: one million Czech crowns). Participants shall demonstrate their work in progress by delivering their competition proposal in digital form (in the formats in which the participant processed them) via the Electronic Tool within 15 days of the publication of the cancellation of the Competition. The Contracting Authority shall pay the indemnity, based on the opinion of the competition jury on the degree of completion of the proposals, within 50 days of the publication of the cancellation of the Competition.

9.14 Reimbursement of prizes and reimbursement of expenses related to participation in the Competition

Prizes and reimbursements of expenses will be paid no later than fifty calendar days from the date of closing of the Competition. The Contracting Authority may pay prizes and reimbursements of expenses earlier.

9.15 Public exhibition of competition proposals

The public exhibition of competition proposals shall open no later than three months from the date of receiving the announcement of the selection of the most suitable proposals.

10 Resolving disagreements

10.1 Objections

- 10.1.1 Participants in the Competition may object to the procedures of the Contracting Authority in the Competition in accordance with Part Thirteen of the Act and Section 13 of the Competition Rules.
- 10.1.2 Any participant in the Competition may, within 15 days of the date of receiving the notice of exclusion and within 15 days of the date of receiving the notice of selection of the most suitable proposal, file reasoned objections with the Contracting Authority.
- 10.1.3 Objections shall be submitted by the participant in writing and must state who is submitting them, to which formal jury procedure or action of the Contracting Authority the objections are directed, what is considered the violation of the Competition Conditions and what the participant is claiming.
- 10.1.4 The Contracting Authority shall examine the objections submitted in full and send a written decision to the participant on whether or not it complies with the objections, stating the reason, within 15 days of receipt of the objections. If the Contracting Authority complies with the objections, it shall state in the decision the manner of remedy and notify all participants of the Competition accordingly. If the Contracting Authority does not comply with the objections, it shall inform the participant in a written decision of the possibility to file a motion to initiate arbitration proceedings with the President of the Professional Court of the CCA (in the case of a decision on the selection of the most suitable proposal) and a motion to initiate proceedings to review the actions of the Contracting Authority at the Office for the Protection of Competition (hereinafter referred to as the "**Office**").

10.2 Motion to initiate a procedure for examination of the Contracting Authority's actions

- 10.2.1 The motion must be delivered to the Office and the Contracting Authority within 10 days of the date of receipt of the Contracting Authority's decision on objections or within 25 days of the sending of objections by the participant, unless the Contracting Authority has decided on objections.
- 10.2.2 The requirements of the motion to initiate proceedings for examination of the actions of the Contracting Authority and the further action of the participant are governed by the provisions of Section 249 et seq. of the Act.

11 Copyright

11.1 Ensuring copyright protection of the proposal in the participant-author relationship

- 11.1.1 Participants shall demonstrate compliance with the requirements for ensuring copyright protection of their designs by submitting a declaration of honour, a template for which is provided in the Competition Conditions document *P12 – Template of the Declaration of Honour on Meeting the Requirements for Ensuring Copyright Protection of the Design in the Participant-Author Relationship*
- 11.1.2 Documents proving copyright protection of the design in the participant-author relationship may be required in the subsequent NPWP if the participant is invited to conclude a contract for the performance of the Subsequent Contract (see paragraph 4.6.1 of the Competition Conditions).

11.2 Ensuring copyright protection of the proposal in the relationship between the participant and the Contracting Authority

- 11.2.1 Authors retain their copyright, can publish and present their competition designs and can use them again in another case.
- 11.2.2 By submitting the competition proposals, the participants consent to the free reproduction and display of their competition proposals in order to promote the Competition and its results.
- 11.2.3 Awarded design proposals become the property of the Contracting Authority. The authors of these competition proposals grant the Contracting Authority permission to use their copyright works for the purposes of this Competition. The use of the designs or parts thereof for purposes other than those specified in these Competition Conditions is subject to the express permission of the authors.
- 11.2.4 Unawarded designs will be returned to the authors upon request after the exhibition.

12 Other conditions

12.1 Binding language of the Competition

12.1.1 The Competition is announced and will be held in **Czech and English**.

12.1.2 All parts of the competition proposal must therefore be prepared in **both Czech and English**. In the event of a discrepancy between the Czech and English versions, the Czech version of the competition proposal shall prevail.

12.1.3 Competition Conditions are written in **Czech and English**. In the event of any discrepancies between the Czech and English versions of the Competition Conditions, the wording of the Competition Conditions in the Czech language shall prevail.

12.1.4 Communication with participants will be in **Czech and English**. In the event of any discrepancy between any information provided to the participants in Czech and English, the Czech version of such information shall prevail.

12.2 Legal system

12.2.1 The competition will be conducted in accordance with Czech law.

12.3 Acceptance clause for the Competition Conditions

12.3.1 By participating in the Competition, the Contracting Authority, the Competition Secretary, the Examiner, the Jurors and the invited experts confirm that they have become familiar with the Competition Conditions and undertake to comply with and honour these Competition Conditions.

12.3.2 By submitting the competition proposals, the participants agree to all terms and conditions of the Competition and to the decisions of the jury made within and in accordance with them.

In Brno

Ing. arch. Petr Bořecký

vacated member of the Brno City Council

