

PROTOCOL ON THE OPENING OF THE RECEIVED COMPETITION ENTRIES
("Protocol")

Contracting Authority:	Správa železnic, státní organizace, Dlážděná 1103/7 110 00 Prague 1
Name of the Design Competition:	PRAGUE EAST TERMINAL

A. Introduction:

1. On 4 September 2020, the Contracting Authority launched, by sending out an announcement of the Design competition for publication in the Public Contract Journal, a one-stage open architectural-urban design competition entitled "**PRAGUE EAST TERMINAL**" ("**Competition**") submitted pursuant to Section 143 et seq. of Act No. 143/2016 Coll., on Public Procurement, as amended ("**PPA**") and in accordance with the Czech Chamber of Architects' competition rules dated 24 April 1993, as amended ("**CCA Competition Rules**").
2. The deadline for the submission of the competition entries was set until 30 November 2020 at 5:00 p.m.

Within the stipulated deadline, those interested in participating in the Competition submitted:

- 1) in paper form:
 - graphical part (panels)
- 2) in electronic form:
 - graphical part (panels in .pdf format) and drawings documentation in .dwg format);
 - text part in .pdf format
 - text report in .docx format
 - bid price in .docx format
 - balance sheet in .xlsx format
 - affidavit proving compliance with the conditions for participation in .pdf format
 - "contact" document in .pdf format
 - "author" document in .pdf format
3. Within the deadline for submission of the competition entries, a total of 21 competition entries were submitted in paper form and 20 competition entries in electronic form.

B. Opening of envelopes with competition entries submitted in paper form

4. On 30 November 2020, starting from 5:15 p.m., the opening of the envelopes with the graphic part of the competition entries submitted in paper form took place at the headquarters of the administrator of the Competition for Design – HAVEL & PARTNERS s.r.o., law firm – in the presence of the secretary of the Competition for Design, Ing. arch. Miroslav Vodák ("**Competition Secretary**").
5. At the beginning of the opening of the envelopes with the graphical part of the competition entries, the Competition Secretary stated that all received envelopes with the graphical part of the competition entries were properly sealed, without any damage to the outer packaging and did not contain any graphic mark that would identify the sender of the competition entry in any way.
6. Subsequently, the Competition Secretary proceeded to open the envelopes with the graphical part of the competition entries, gradually in the order in which the envelopes with the graphical part of the competition entries had been received in time. The list of received competition entries forms **Annex No. 1** to this Protocol.
7. After opening the envelopes, the graphical part of the competition entries was subsequently renumbered as stated below. The text parts of the competition entries will also be renumbered under this numerical designation (inscribed in the lower right corner of the graphical part of the competition entries) and the competition entries will be submitted in this way to the jury for the assessment and evaluation of the competition entries.

The graphical parts of the competition entries received in paper form were renumbered as follows:

Competition entry received under the serial number (paper submission):	New number of the competition entry after opening the envelopes with the graphical part of the competition entries:
Competition Entry No. 1	Competition Entry No. 13
Competition Entry No. 2	Competition Entry No. 8
Competition Entry No. 3	Competition Entry No. 10
Competition Entry No. 4	Competition Entry No. 17
Competition Entry No. 5	Competition Entry No. 2
Competition Entry No. 6	Competition Entry No. 4
Competition Entry No. 7	Competition Entry No. 12
Competition Entry No. 8	Competition Entry No. 1
Competition Entry No. 9	Competition Entry No. 19
Competition Entry No. 10	Competition Entry No. 3
Competition Entry No. 11	Competition Entry No. 9
Competition Entry No. 12	Competition Entry No. 18
Competition Entry No. 13	Competition Entry No. 7

Competition Entry No. 14	Competition Entry No. 20
Competition Entry No. 15	Competition Entry No. 5
Competition Entry No. 16	Competition Entry No. 11
Competition Entry No. 17	Competition Entry No. 6
Competition Entry No. 18	Competition Entry No. 21
Competition Entry No. 19	Competition Entry No. 14
Competition Entry No. 20	Competition Entry No. 15
Competition Entry No. 21	Competition Entry No. 16

8. The Competition Secretary states in the Protocol that, in addition to the graphical part of the competition entries, the envelopes with the graphical part of the competition entries mentioned below contained also the following documents:

New number of the competition entry after opening the envelopes with the graphical part of the competition entries:	
Competition entry No. 2	Sealed envelope „Affidavit of the participant“, "CONTACT", "AUTHOR"
	Text report
Competition entry No. 5	Text report
Competition entry No. 7	3 x Text report
Competition entry No. 12	Sealed envelope „Affidavit of the participant“, "CONTACT", "AUTHOR"
	Text report
Competition entry No. 13	Sealed envelope „Affidavit of the participant“, "CONTACT", "AUTHOR"
	Text report
Competition entry No. 20	Sealed envelope "CONTACT"
	Sealed envelope "AUTHOR"

9. Subsequently, the Competition Secretary visually inspected the graphical parts of the received competition entries and concluded that the graphic part of the competition entries did not contain any graphic marks that would identify the author of the graphic part of the competition entries, and thus the anonymity principle was not violated in any way.

10. The Competition Secretary subsequently studied the Protocol in Part B. and, by the signature mentioned below, confirms that it is a credible record of the course of the opening of the envelopes with the competition entries submitted in paper form.
11. Subsequently, the Competition Secretary authorised the organiser of the Competition for Design, as follows:
 - 1) to hand over the graphical part of the competition entries and this part of the Protocol to the persons authorised to open the competition entries in electronic form in order to identify the competition entries submitted in electronic form with the competition entries submitted in paper form, and also to number the competition entries submitted in electronic form according to the key stated above in part B. point 7 of the Protocol;
 - 2) to subsequently hand over the graphical part of the competition entries submitted in paper form (panels) for its handover to the reviewer(s)/ examiner(s) of the competition entries for the competition entry's review.
12. The Protocol on the Opening of the competition entries (part B) was handed over to the persons authorised to open the envelopes submitted in electronic form on 30 November 2020 at 6:30 p.m.

Recorded by: Mgr. Kamila Kulhánková, representative of the organiser of the Competition for Design

Ing. arch. Miroslav Vodák	Competition Secretary	
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C. Opening of envelopes with competition entries submitted in electronic form

13. On 30 November 2020, starting from 5:05 p.m., the persons authorised to open the competition entries in electronic form performed the opening of the competition entries submitted in electronic form.
14. For each competition entry, these persons firstly separated the part of the competition entry, which must not be made available to persons participating in the evaluation meeting (affidavit of compliance with the participation conditions in .pdf format; "contact" document in .pdf format; "author" document in .pdf format), and the remaining part, which may be made available to the representative of the organiser of the Competition for Design, the Competition Secretary, the reviewer of the competition entries and the jury. For this remaining part, the persons concerned visually inspected the documents in question, to check they did not contain any graphic signs that would identify the author of the competition entry and, thus, that the anonymity principle was not violated in any way.
15. Subsequently, the persons concerned accepted on 30 November 2020 at 6:30 p.m., from the Competition Secretary, through the representative of the organiser of the Competition for Design, the Protocol with Part B, in order to identify the competition entries and to renumber the competition entries submitted in electronic form according to the key specified in Part B. of the Protocol.

Competition entry accepted under the serial number (paper submission):	Competition entry accepted under the serial number (electronic submission):	New number of the competition entry after opening the envelopes with the graphic part of the competition entries:
Competition Entry No. 1	Competition Entry No. 3	Competition Entry No. 13
Competition Entry No. 2	Competition Entry No. 1	Competition Entry No. 8
Competition Entry No. 3	Competition Entry No. 5	Competition Entry No. 10
Competition Entry No. 4	Competition Entry No. 9	Competition Entry No. 17
Competition Entry No. 5	Competition Entry No. 2	Competition Entry No. 2
Competition Entry No. 6	Competition Entry No. 16	Competition Entry No. 4
Competition Entry No. 7	Competition Entry No. 10	Competition Entry No. 12
Competition Entry No. 8	Competition Entry No. 8	Competition Entry No. 1
Competition Entry No. 9	Competition Entry No. 6	Competition Entry No. 19
Competition Entry No. 10	Competition Entry No. 12	Competition Entry No. 3
Competition Entry No. 11	Competition Entry No. 13	Competition Entry No. 9
Competition Entry No. 12	Competition Entry No. 14	Competition Entry No. 18
Competition Entry No. 13	Competition Entry No. 7	Competition Entry No. 7
Competition Entry No. 14	Competition Entry No. not submitted electronically	Competition Entry No. 20
Competition Entry No. 15	Competition Entry No. 17	Competition Entry No. 5
Competition Entry No. 16	Competition Entry No. 20	Competition Entry No. 11
Competition Entry No. 17	Competition Entry No. 21	Competition Entry No. 6
Competition Entry No. 18	Competition Entry No. 11	Competition Entry No. 21
Competition Entry No. 19	Competition Entry No. 19	Competition Entry No. 14
Competition Entry No. 20	Competition Entry No. 15	Competition Entry No. 15
Competition Entry No. 21	Competition Entry No. 18	Competition Entry No. 16

16. During the renumbering of the competition entries received in electronic form in accordance with the Protocol on the Opening of the competition entries part B), the persons authorised to open the competition entries in electronic form came to the conclusion that one of the participants in the Competition had not submitted its competition entry in electronic form, namely the participant, which, according to the Protocol on the Opening of the competition entries part B), submitted the graphic part of the competition entry in paper form and was marked by the Competition Secretary with number 20 during the opening of the graphic part of the competition entries.
17. In view of the fact that Competition Entry No. 20 had been accepted within the deadline for submission of competition entries (deadline set out in paragraph 7.1.4. of the Competition Terms and Conditions for the submission of a competition entry in paper form and in paragraph 7.2.2 of the Competition Terms and Conditions for the submission of competition entries in electronic form until 20 November 2020 5:00 p.m. CET; subsequently extended for both methods of submission on the basis of explanation no. 2 of the Competition Terms and Conditions until 30 November 2020 5:00 p.m. CET) only in paper form, the Contracting Authority was not provided, for the given participant, with the following parts of the competition entry, which the participants had submitted according to paragraph 7.2.1 of the Competition Terms and Conditions in electronic form:
 - Graphical part of the competition entry in electronic form (see paragraph 6.2. of the Competition Terms and Conditions)
 - Text part of the competition entry (see paragraph 6.3. of the Competition Terms and Conditions);
 - Other parts of the competition entry (see paragraph 6.4. of the Competition Terms and Conditions).
18. With regard to the note of the Competition Secretary in the Protocol on the Opening of the competition entry part B), that Competition Entry No. 20 submitted in paper form contained, beyond the graphical part of the competition entry which should have been submitted by the participants of the Competition in paper form (see paragraph 7.1.1. of the Competition Terms and Conditions) also a sealed envelope marked "CONTACT", the persons authorised to open the competition entries in electronic form asked the Competition Secretary to hand over this envelope. Subsequently, the persons authorised to open the competition entries in electronic form opened the envelope marked "CONTACT" to find out whether this envelope contained the identification data of the participant and whether the participant had provided, in this envelope, also an affidavit to prove compliance with the participation conditions (see paragraph 6.4. of the Competition Terms and Conditions).
19. After opening (without the presence of the Competition Secretary) the envelope marked "CONTACT" handed over in relation to Competition Entry No. 20 by the Competition Secretary to the persons authorised to open the competition entries in electronic form, the persons concerned concluded that the envelope marked "CONTACT" contained only the participant's identification data, but no other documents or information by which the participant would have proven compliance with the conditions for participation in the Competition pursuant to paragraph 4.1.1. of the Competition Terms and Conditions.
20. These persons subsequently handed over the identified parts of the competition entry, which may be made available to the persons participating in the evaluation meeting, to the representative of the organiser of the Competition for Design to do the following:
 - 1) to hand over the graphical part of the competition entries, offer price and balance sheets submitted in electronic form for its handover to the reviewer(s) of the competition entries to perform the competition entries' review.

Recorded by: Mgr. Barbora Sahánková and Liliya Besplakhotnaya

Mgr. Barbora Sahánková	Person authorised to open the competition entries in electronic form	
Mgr. Liliya Besplakhotnaya	Person authorised to open the competition entries in electronic form	