**ABOVE-THRESHOLD PUBLIC CONTRACT FOR SERVICES AWARDED IN A COMPETITIVE DIALOGUE PROCUREMENT PROCEDURE TITLED:**

**“New Main Station District”**

**P08.1 TEMPLATE: contact and author document**

**INSTRUCTIONS FOR SUBMITTING THE contact and author document:**

1. THE CONTRACTING AUTHORITY RECOMMENDS THAT YOU READ ALL THE INSTRUCTIONS BEFORE COMPLETING THIS DOCUMENT AND DELETE THE INSTRUCTIONS IN BLUE, INCLUDING THIS PAGE.

EXPLANATION:

black text / retain – do not delete, do not overwrite

red text / overwrite with your own text, change colour to black

blue text / additional information – delete

1. This document may be submitted in Czech or English.
2. The capitalised terms used in this template have the same meaning as in the Tender Documentation or its annexes.

**contact and author document**

**submitted in the Procurement Procedure titled “New Main Station District”**

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| 1. | Name of the Participant: | To be completed by the Participant  The Participant is to provide the name chosen in the Application for Participation. |
|  | **Lead contractor:** | RELEVANT ONLY FOR A PARTICIPANT THAT HAS SUBMITTED A JOINT APPLICATION FOR PARTICIPATION (I.E. APPLICATION FOR PARTICIPATION SUBMITTED BY SEVERAL ASSOCIATED CONTRACTORS). A PARTICIPANT WHO HAS NOT SUBMITTED A JOINT APPLICATION FOR PARTICIPATION IS TO DELETE THIS LINE.  Identically to its Application for Participation, the Participant is to provide the following identification data of its lead contractor:   * First name and surname/ corporate name |
|  | **Contractors forming the Participant:** | RELEVANT ONLY FOR A PARTICIPANT THAT HAS SUBMITTED A JOINT APPLICATION FOR PARTICIPATION (I.E. APPLICATION FOR PARTICIPATION SUBMITTED BY SEVERAL ASSOCIATED CONTRACTORS). A PARTICIPANT WHO HAS NOT SUBMITTED A JOINT APPLICATION FOR PARTICIPATION IS TO DELETE THIS LINE.  Identically to its Application for Participation, the Participant is to provide the following identification data of all the associated contractors:   * Name and surname/ corporate name * Registered office * ID No. |
| 2. | Participant’s registered office: | To be completed by the Participant  **A Participant who has submitted a joint Application for Participation is to provide the lead contractor’s registered office.** |
| 3. | Participant’s ID No.: | To be completed by the Participant  **A Participant who has submitted a joint Application for Participation is to provide the lead contractor’s ID No.** |

(the “**Participant**”)

To participate in the Procurement Procedure the Contracting Authorities of which are:

1. The Capital City of Prague represented by the Department of Property Management of the Capital City of Prague,
2. Prague Public Transit Company, joint-stock company,
3. Správa železnic, state organisation

(“the **Contracting Authority**”),

the Participant hereby submits the following “Contact and Author” document to the Contracting Authority:

**contact document**

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| Primary contact person | | |
|  | First name and surname: | To be completed by the Participant  The Participant is to choose a primary contact person for communication with the Contracting Authority.  The Contracting Authority is obliged to continue to communicate with the Participant primarily via the Contracting Authority’s Profile. At the same time, however, the Contracting Authority will also send important communications, after sending them to the Participant via the Contracting Authority’s Profile, by email to the Participant’s primary and secondary (see below) contact person.  The Contracting Authority recommends that the primary and secondary contact person selected by the Participant be available to communicate with the Contracting Authority on an ongoing basis (it is not recommended to select the Participant’s executive officer, chief operating officer, etc.).  The Participant is to provide the name of the Participant’s primary contact person. |
|  | Email: | To be completed by the Participant  The Participant is to provide the email address of the Participant’s primary contact person. |
|  | Phone: | To be completed by the Participant  The Participant is to provide the telephone number of the Participant’s primary contact person. |
| Secondary contact person | | |
|  | First name and surname: | To be completed by the Participant  The Participant is to provide the first name and surname of the Participant’s secondary contact person. |
|  | Email: | To be completed by the Participant  The Participant is to provide the email address of the Participant’s secondary contact person. |
|  | Phone: | To be completed by the Participant  The Participant is to provide the telephone number of the Participant’s secondary contact person. |

**AUTHOR document**

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| CORE IMPLEMENTATION TEAM OF THE PARTICIPANT  In the Approach Methodology under section 8 of the Tender Documentation, the Participant may only present (maximum 3) reference contracts in which the following persons participated:   1. persons used by the Participant to demonstrate compliance with the qualification requirements (6.1.4. of the Tender Documentation) – a maximum of 3 persons have been allowed, or 2. persons used by the Participant to demonstrate compliance with the requirement under 9.5.1 of the Tender Documentation (i.e. Lead tram superstructure specialist or Lead overhead contact line specialist) in the future (when submitting the Concept).   The Contracting Authority now allows that the reference contracts of the following person may be presented in the Approach Methodology:  1) a Transport specialist, or  2) a Landscape architect (unless the Participant has already demonstrated compliance with the qualification by this person).  The Participant may still present a maximum of 3 reference contracts, however, when deciding which three reference contracts to include in the Approach Methodology, the Participant may choose between those reference contracts in which any of the above persons have been involved.  It is at the Participant’s discretion whether to take the opportunity to expand its team up to the possible maximum of 7 persons specified above to present reference contracts in the Approach Methodology.  The composition of roles of the Participant’s core implementation team remains unchanged, i.e. the Participant may not list another architect instead of e.g. the Lead tram superstructure specialist. Further, the Participant may not list more than one individual per one box below.  In case the Participant will present a reference contract in the Approach Methodology in which it participated:  Lead tram superstructure specialist OR  Lead overhead contact line specialist OR  Transport specialist OR  Landscape architect,  and at the same time these persons are subcontractors to the Participant, then the Participant must submit with the Approach Methodology an affidavit signed by the subcontractor that the subcontractor, if awarded the Public Contract to the Participant, will participate in the performance of the subject matter of the Public Contract as a member of the Participant's implementation team. | | | |
|  | **Position within the Participant's team** | **First name and surname** | **Representative of the Participant/ of the contractor forming the Participant/ subcontractor** |
| 1. | Architect No. 1  (the person through whom the Participant has demonstrated qualification in the Application for Participation) | To be completed by the Participant | To be completed by the Participant  The Participant is to indicate here whether Architect No. 1 is a representative of the Participant or a subcontractor.  *Example 1:*  *The Participant is a separate company (not a joint Application for Participation) and Architect No. 1 is its executive officer or employee; in that case, write the following:*  ***Representative of the Participant***  *Example 2:*  *The Participant has submitted a joint Application for Participation (associated Contractor A, Ltd. and B, Ltd.) and Architect No. 1 is an executive officer or employee of Contractor A, Ltd.; in that case, write the following:*  ***Representative of Contractor A, Ltd.***  *Example 3:*  *The Participant is a separate company (not a joint Application for Participation), and Architect No. 1 is a subcontractor of the Participant; in that case, write the following:*  ***Subcontractor of the Participant*** |
| 2. | Architect No. 2  (the person through whom the Participant has demonstrated qualification in the Application for Participation) | To be completed by the Participant | To be completed by the Participant – see explanation above for the role of “Architect No. 1” |
| 3. | Architect No. 3  (the person through whom the Participant has demonstrated qualification in the Application for Participation - not applicable if the Participant has demonstrated qualification only through a two-person team)  If the Participant has only indicated a two-member implementation team in the Application for Participation, the Participant shall delete this line. | To be completed by the Participant | To be completed by the Participant – see explanation above for the role of “Architect No. 1” |
| 4. | Lead tram superstructure specialist  DOES NOT HAVE TO BE LISTED, the obligation to include this person in the Participant’s team arises at the time of submitting the Concept.  If the Participant is not interested in presenting any reference contract of this specialist in the Approach Methodology, the Participant shall delete this line. | To be completed by the Participant | To be completed by the Participant – see explanation above for the role of “Architect No. 1” |
| 5. | Lead overhead contact line specialist  DOES NOT HAVE TO BE LISTED, the obligation to include this person in the Participant’s team arises at the time of submitting the Concept.  If the Participant is not interested in presenting any reference contract of this specialist in the Approach Methodology, the Participant shall delete this line. | To be completed by the Participant | To be completed by the Participant – see explanation above for the role of “Architect No. 1” |
| 6. | Transport Specialist  DOES NOT HAVE TO BE LISTED  If the Participant is not interested in presenting any reference contract of this specialist in the Approach Methodology, the Participant shall delete this line. | To be completed by the Participant | To be completed by the Participant - see explanation above for the role of “Architect No. 1” |
| 7. | Landscape architect  DOES NOT HAVE TO BE LISTED  If the Participant is not interested in presenting any reference contract of this specialist in the Approach Methodology, the Participant shall delete this line. | To be completed by the Participant | To be completed by the Participant - see explanation above for the role of “Architect No. 1” |

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| AUTHORS OF THE APPROACH METHODOLOGY  The Participant shall list below the names of the persons who have contributed (as authors) to the preparation of the Approach Methodology. The persons listed below may not have contributed to the reference contracts listed in the Participant's A Methodology. | | | |
|  | **Position within the Participant's team** | **First name and surname** | **Representative of the Participant/ of the contractor forming the Participant/ subcontractor** |
| 1. | To be completed by the Participant  The Participant is to use this line as many times as needed. | To be completed by the Participant | To be completed by the Participant – see explanation above for the role of “Architect No. 1” |

ATTENTION: TOGETHER WITH THE APPROACH METHODOLOGY AND THIS "CONTACT AND AUTHOR" DOCUMENT, THE PARTICIPANT MUST ALSO SUBMIT TO THE CONTRACTING AUTHORITY THE LICENSING ARRANGEMENTS FOR THE APPROACH METHODOLOGY WITH ITS INDIVIDUAL AUTHORS WITHIN THE MEANING OF PARAGRAPH 14.1 OF THE TENDER DOCUMENTATION.

**the PARTICIPANT represents the above as free act and deed, aware of all the consequences of providing false information.**

**PLACE:** TO BE COMPLETED BY THE PARTICIPANT **DATE:** TO BE COMPLETED BY THE PARTICIPANT

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| **Signature of an authorised person acting on behalf of the Participant:** | To be completed by the Participant  For the purpose of submitting this document, the Contracting Authority accepts a simple signature of the Participant or its authorised signatory.  In the case of a joint Application for Participation, this document must be signed by an authorised signatory on behalf of the Participant (based on a power of attorney or a contract of association submitted by the Participant in the qualification part of the Procurement Procedure; the Participant does not resubmit these documents to the Contracting Authority). |
| **First name and surname of the authorised person acting on behalf the Participant:** | To be completed by the Participant |