

The present document is an English translation of the excerpt of the contest conditions and represents only a summary of the information about the competition. In case of participation in the competition, the original document "A_natečajni pogoji", which is annexed in the Slovene language, must be followed closely.

Case number: 402-8/2018

Contracting authority:
UNIVERSITY OF LJUBLJANA
Kongresni trg 12
1000 Ljubljana

and investors

UNIVERSITY OF LJUBLJANA
FACULTY OF PHARMACY
Aškerčeva cesta 7
1000 Ljubljana

and

UNIVERSITY OF LJUBLJANA
FACULTY OF MECHANICAL ENGINEERING
Aškerčeva cesta 6
1000 Ljubljana

in cooperation with

CHAMBER OF ARCHITECTURE AND SPATIAL PLANNING OF SLOVENIA
Vegova 8
1000 Ljubljana
(hereinafter: ZAPS)

tender for

OPEN, TWO-STAGE (URBAN AND ARCHITECTURAL) PROJECT CONTEST FOR THE SELECTION OF THE MOST APPROPRIATE TECHNICAL SOLUTIONS AND SELECTION OF DOCUMENTATION MAKERS FOR NEW FACILITIES FOR UL FACULTY OF PHARMACY (IL FFA) AND UL FACULTY OF MECHANICAL ENGINEERING (UL FS)

UL FFA AND UL FS

1. phase urbanism: UL FFA AND UL FS

The tender documentation was prepared by the contracting authority in cooperation with the Chamber of architecture and spatial planning of Slovenia:

Contents of the tender documentation:

- A_ Contest conditions
- B_ Contest task
- C_ Contest basis
- D_ Contest appendices

Ljubljana, June 2018

A. CONTEST CONDITIONS

SUMMARY OF THE SELECTED PROVISIONS FROM CONTEST CONDITIONS

1.1. Subject and type of contest:

open, two-stage (urban and architectural) project contest for the selection of the most appropriate technical solutions and selection of documentation makers for new facilities for UL Faculty of Pharmacy (IL FFA) and UL Faculty of Mechanical Engineering (UL FS)

UL FFA AND UL FS

1st phase urbanism: UL FFA AND UL FS

1.2. Prizes, awards and compensations:

1st phase urbanism: UL FFA and UL FS

- 1st prize 10,000 EUR
- 2nd prize 8,000 EUR
- 3rd prize 6,000 EUR
- Three prizes of 3,000 EUR

2nd phase architecture: UL FFA

- 1st prize 20,000 EUR
- 2nd prize 16,000 EUR
- 3rd prize 12,000 EUR
- Three prizes of 6,000 EUR
- Six compensations of 1,000 EUR

2nd phase architecture: UL FS

- 1st prize 20,000 EUR
- 2nd prize 16,000 EUR
- 3rd prize 12,000 EUR
- Three prizes of 6,000 EUR
- Six compensations of 1,000 EUR

In the event that more than 6 compensations are awarded in the second phase UL FFA or UL FS, the amount of individual compensation will be reduced accordingly.

All these amounts are gross.

1.3. Contest procedure and the award procedure for designing:

The contest is conducted in accordance with point a) of Article 100 of the ZJN-3 (Public Procurement Act 3) as a project contest, which is part of the procedure for awarding a public service contract. After the completion of the first phase of the urban part of the contest, the contracting authority will carry out the process of negotiations for the award of a Municipal Detailed Spatial Plan (OPPN) creation contract. After the completion of the 2nd phase of the architectural part of the contest, the contracting authority will carry out the process of negotiations for the award of the contract and the preparation of the project documentation of the architectural and landscape architecture plans for UL FFA and UL FS. All procedures will be carried out without prior publication in accordance with the point b) of the 4th paragraph of Article 46 of the ZJN-3 with the highest ranked winner or, business entity to whom the competence has been recognized. The order for preparing the project documentation for other engineering professions for the selected contest of the UL FFA and UL FS facilities, as well as the selection of the responsible fire safety study expert and technologist specialist for laboratories will be awarded by the contracting authority in separate procedures in the public tenders, which will be published after the completion of both phases of the contest.

1.4. Information on the takeover of the contest material:

Contest material is taken over the link from the Public Procurement Portal to the ZAPS website www.zaps.si

1.5. Date, time and place of submission of the contest detailed report for 1st phase urbanism: UL FFA and UL FS:

The contest detailed report must reach not later than **Wednesday 7.11.2018 until 16:00**. The model must arrive no later than **Wednesday 14.11.2018 until 12:00**, both regardless of the manner of delivery (personal, delivery service, postal item). The detailed reports are taken over by the **Chamber of architecture and spatial planning of Slovenia (ZAPS)**, at the address Vegova 8, 1000 Ljubljana.

1.6. Language and permissible number of contest tender documents submitted

The contest procedure is conducted in the Slovene language. The contest tender documentation must be made in Slovene. Each participant can only submit one contest detailed report and each business entity only one tender.

1.7. The names of the members of the evaluation committee, their deputies, experts, administrators and rapporteurs:

1st phase urbanism: UL FFA and UL FS:

President of the evaluation committee (ZAPS): **Dean Lah, univ. dipl. inž. arh.**

Deputy president of the evaluation committee (contracting authority):
prof. dr. Mitjan Kalin, univ. dipl. inž. str., Dean of the UL FS

Member (contracting authority): **prof.dr. Irena Mlinarič Raščan, mag. farm.,
dr. med. sci., Dean of the UL FFA**

Member (contracting authority): **Irena Leban, univ. dipl. inž. arh.**

Member (contracting authority): **prof. Janez Koželj, univ. dipl. Inž. arh.**

Member (ZAPS): **prof. arch. DI Roger Riewe**

Member (ZAPS): **prof. dr. Davorin Gazvoda, univ. dipl. inž. kraj. arh.**

Deputy member (contracting authority): **prof. dr. Borut Božič, mag. farm., spec. med. biokem.**

Deputy member (ZAPS): **Jana Kocbek, univ. dipl. inž. arh.**

Rapporteur A: **Damjana Zaviršek Hudnik, univ. dipl. inž. arh.**

Rapporteur KA **Urban Švegl, univ. dipl. inž. kraj. arh.**

Expert for programme UL FS: **mag. Tomaž Kancler, univ. dipl. Inž. arh.**

Contest administrators: **dr. Jernej Markelj, mag. inž. arh.
mag. Špela Kryžanowski, univ. dipl. inž. arh.**

2nd phase architecture: UL FFA:

President of the evaluation committee (ZAPS): **Dean Lah, univ. dipl. inž. arh.**

Deputy president of the evaluation committee (contracting authority):
**prof. dr. Irena Mlinarič Raščan, mag. farm.,
dr. med. sci., Dean of the UL FFA**

Member (contracting authority): **Irena Leban, univ. dipl. inž. arh.**

Member (contracting authority): **prof. dr. Borut Božič, mag. farm., spec. med. biokem.**

Member (contracting authority): **Andrej Kalamar, univ. dipl. inž. arh.**

Member (ZAPS): **Iva Smrke, univ. dipl. inž. arh.**

Member (ZAPS): **Boris Bežan, univ. dipl. inž. arh.**

Deputy member (contracting authority): **associate professor dr. Rok Dreu, mag. farm.**

Deputy member (ZAPS): **Aleksander Lužnik, mag. inž. arh.**

Rapporteur A: **Igor Berlot, univ. dipl. inž. arh.**

Expert KA **Urban Švegl, univ. dipl. inž. kraj. arh.**

Technology expert for UL FFA: **dr. Blaž Dolinšek, univ. dipl. inž. grad.**

Expert investment GOI (construction work, craft trades, installation work) **Anton Vidic, univ. dipl. inž. grad.**

Expert GF **doc. dr. Marjana Šijanec Zavrl, univ. dipl. inž. grad.**

Machine installations expert **Mitja Lenassi, univ. dipl. inž. str.**

Contest administrators: **dr. Jernej Markelj, mag. inž. arh.**
mag. Špela Kryžanowski, univ. dipl. inž. arh.

2nd phase architecture: UL FS:

President of the evaluation committee (ZAPS): **Dean Lah, univ. dipl. inž. arh.**

Deputy president of the evaluation committee (contracting authority): **prof. dr. Mitjan Kalin, univ. dipl. inž. str., Dean of the UL FS**

Member (contracting authority): **mag. Tomaž Kancler, univ. dipl. inž. arh.**

Member (contracting authority): **Irena Leban, univ. dipl. inž. arh.**

Member (contracting authority): **prof. dr. Roman Šturm, univ. dipl. inž. str.**

Member (ZAPS): **prof. arch. DI Roger Riewe**

Member (ZAPS): **Mitja Zorc, univ. dipl. inž. arh.**

Deputy member (contracting authority): **prof. dr. Miha Boltežar, univ. dipl. inž. str.**

Deputy member (ZAPS): **Jerneja Ačanski Veber, univ. dipl. inž. arh.**

Rapporteur A: **Martina Ferfila, univ. dipl. inž. arh.**

Expert KA **Urban Švegl, univ. dipl. inž. kraj. arh.**

Technology expert for FS: **dr. Blaž Dolinšek, univ. dipl. inž. grad.**

Expert investment GOI (construction work, craft trades, installation work) **Anton Vidic, univ. dipl. inž. grad.**

Expert GF **doc. dr. Marjana Šijanec Zavrl, univ. dipl. inž. grad.**

Machine installations expert **Mitja Gostinčar, univ. dipl. inž. str.**

Contest administrators: **dr. Jernej Markelj, mag. inž. arh.**
mag. Špela Kryžanowski, univ. dipl. inž. arh.

1.8. Contest deadlines

1st phase: urbanism UL FFA and UL FS

Beginning of the contest		On the day of publication on the public procurement portal:
Organized visit to the site and consultation: UL FS and UL FFA		12.9.2018 at 10:00 hours UL FS (beginning of UL FFA visit to the site scheduled at 12:00)
1. Deadline for putting substantive questions		21.9.2018
1. Deadline for answers to substantive questions		28.9.2018
2. Deadline for putting substantive questions (8 days before the deadline for submitting the contest detailed reports)		25.10.2018
2. Deadline for answers to substantive questions		29.10.2018
Submission of the contest tender documentation without a model		Wednesday, 7.11.2018 until 16:00
Submission of model		Wednesday, 14.11.2018 until 12:00
Decision on the outcome of the contest with the final report	probably	14.12.2018
Exhibition of the contest detailed reports		The exhibition will be organized for the 1st urban and the 2nd architectural phase together, after the completion of the last set of the 2nd phase.

Substantive responses will be published only for substantive questions that will arrive within the deadline. The contracting authority will not response on questions received after the deadline.

Annotation:

The notice for the public tender for 2nd phase: for both sets UL FFA architecture and UL FS architecture is planned for 15.2.2019.

The deadline for the submission of the contest detailed reports for the 2nd phase of UL FFA is scheduled for 17.5.2019.

The deadline for the submission of the contest detailed reports for the 2nd phase of UL FS is scheduled for 13.9.2019.

1.9. Contents of the contest tender documentation

Each contest tender documentation must contain all the prescribed components and must consist of a contest detailed report and accompanying tender documentation.

Composition, form and contents of the contest detailed report

1st phase: urbanism UL FFA and UL FS

The contest detailed report must be submitted in the following composition, format and content:

	PCS	FORM	CONTENT
POSTERS	3 pcs (it makes sense to add the required number of posters according to the contest)	<ul style="list-style-type: none"> laminated on plates vertical format, dimensions 70/100 cm showing north direction according to the enclosed appendix 	POSTER 1 <ul style="list-style-type: none"> Spatial arrangement with traffic regulation and connections (site plan showing roofs), scale 1:500, longitudinal and traverse section of the area, scale 1:500, schemes at the discretion of the participant

	solution)	<p>C_ SCHEMATIC REVIEW - POSTERS</p> <ul style="list-style-type: none"> code of the contest detailed report the distribution of content among posters is binding, only the distribution within the poster the participant can reasonably adjust to his solution 	<p>POSTER 2</p> <ul style="list-style-type: none"> floor plans of all floors UL FFA, scale 1:500, colour scheme of functional sets by floors (in connection with file C_3_1 preglednica površin URB FAZA za_FFA) scheme of building structure from the point of view of mechanical installations (display of larger shafts, cores) <ul style="list-style-type: none"> a schematic perspective view of the volume of the building from the height of a man at the discretion of the participant other displays at the discretion of the participant <p>POSTER 3</p> <ul style="list-style-type: none"> floor plans of all floors UL FS, scale 1: 500, colour scheme of functional sets by floors (in connection with file C_3_2 preglednica površin URB FAZA za_FS) scheme of building structure from the point of view of mechanical installations (display of larger shafts, cores) <ul style="list-style-type: none"> a schematic perspective view of the volume of the building from the height of a man at the discretion of the participant other displays at the discretion of the participant
FOLDER	(it is submitted in an electronic .pdf format) and 1 pc. in printed form	<ul style="list-style-type: none"> A3 format, marked with the code of the contest detailed report, the entire written explanation should be clear and concise 	<ul style="list-style-type: none"> all the reduced graphic drawings, sketches, schemes, photographs, photomontages and other displays for an effective explanation of the contest solution, a general description of the urban and architectural design, a description of the entire area arrangement (accesses, traffic solutions, green areas), a description of the allocation of program sets and functional links for each faculty individually, a description of other essential components of the concept (sustainability aspect, construction, installations, fire safety, vibrations, etc.) displaying the surfaces in the attached tables (appendix PREGLEDNICA POVRŠIN FFA _URB faza and appendix PREGLEDNICA POVRŠIN FS _URB faza) Indication of the TOTAL CONTRACT PRICE for the OPPN (municipal detailed spatial plan) project excluding VAT from the appendix PONUDBA reduced posters
DVD or other electronic medium	2x	<ul style="list-style-type: none"> with code of the contest detailed report 	<ul style="list-style-type: none"> complete folder A3 in *.pdf format, posters in *.pdf format, in a resolution suitable for viewing and publishing on the web (comparable to ADOBE - high quality print) all visualizations in *.pdf/jpg/tiff ... format suitable for publishing on the web required tables of surfaces in xls. format digital drawings: spatial arrangement, floor plans, cross sections in *.dwg in the autocad 2005 version or *.dxf collected in one or the smallest number of common files,

MODEL		<ul style="list-style-type: none"> Completely white in color, made of any materials marked with the code of the contest detailed report 	<ul style="list-style-type: none"> in the plan view dimensions as shown in the enclosed basis SHEMA MAKETA scale 1:500, the model should also show the external situation of the contest area on the schematic level floor division of objects should be displayed schematically
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2nd phase: architecture UL FFA and UL FS

Required composition, form and contents of the contest 2nd phase: UL FFA and UL FS architecture will be published later.

1.10. Composition, format and content of the accompanying tender documentation:

1st phase: urbanism UL FFA and UL FS

Accompanying tender documentation must be submitted in the following composition, format and content:

	PCS	• FORM	• CONTENT
ENVELOPE »KONTAKT«	1x	<ul style="list-style-type: none"> glued, opaque envelope marked with KONTAKT and with code of the contest detailed report 	<ul style="list-style-type: none"> appendix KONTAKT with contact details entered, only one legal or natural person should be listed, contact address should not reveal the author's name (anonymity!) the indicated password
ENVELOPE »AVTOR«	1x	<ul style="list-style-type: none"> glued, opaque envelope marked with AVTOR and with code of the contest detailed report 	<ul style="list-style-type: none"> appendix AVTOR completed and signed electronic medium with .DOC version of form sheet AVTOR
ENVELOPE »NAKNADNI PREIZKUS« (OFFER, ESPD, OTHER EVIDENCE)	1x	<ul style="list-style-type: none"> glued, opaque envelope marked with NAKNADNI PREIZKUS and with code of the contest detailed report 	<ul style="list-style-type: none"> appendix PONUDBA completed, signed and stamped, ESPD form completed, personal registration number, signed and stamped by all requested persons (PRILOGA ESPD.xml),
ENVELOPE ANKETA	1x	<ul style="list-style-type: none"> sealed envelope marked with ANKETA 	<ul style="list-style-type: none"> Filled anonymous questionnaire is inserted in the envelope marked ANKETA NATEČAJ or shall be completed online or sent separately sent by post within one week after the contest has been submitted.

1.11. Evaluation criteria

Contest detailed reports must be complete and they must allow verification of all the elements given in the tender documentation and the award of the contract. The evaluation committee will not evaluate the contest detailed reports which do not fulfill these conditions.

1st phase: urbanism UL FFA and UL FS

The evaluation committee will evaluate the solutions in individual contest detailed report according to the criteria stated in points 1 to 4, where the most important criterion is given in point 1 and then downwards in order of importance to point 4 (point 7 of Article 84 of the Public Procurement Act ZJN-3):

1. the conformity of the design with the applicable spatial planning documents and the obtained guidelines of the spatial planning institutions,
2. integrity of the urban solution (geographical location of objects, traffic, orientation, attitude to open space, sustainability aspect)
3. functional design (fulfillment of program requirements, observance of specific requirements of the contracting authority, functional arrangement of programme sets and links between them, sustainability aspect),

4. and energy efficiency and cost-effectiveness of urban design.

Any deviations from the envisaged program / guidelines and the terms of the contest task need to be precisely defined and justified. The evaluation committee will assess whether deviations from the program and orientations are justified.

2nd phase: architecture UL FFA and UL FS

Evaluation criteria for 2nd phase: UL FFA and UL FS architecture for both objects will be published later.

1.12. Evaluation process

In 1st phase the evaluation committee will select the most suitable urban design of the entire complex of both faculties, which will be the basis for the 2nd architectural phase of the contest. The evaluation committee will propose the order of prizes and awards and prepare the final report for 1st phase. After approval of the final report, the identification of the authors and the ability assessment are carried out (verification of the reasons for exclusion and verification of the fulfillment of the conditions for participation and fulfillment of the other requirements of the contracting authority) .

Based on the results of 1st phase the evaluation committee will prepare the urban grounds for the 2nd architectural phase of the contest. Tenders for both objects UL FFA and UL FS faculties will be announced at the same time, but the submission of the contest detailed report will be delayed (separately for each faculty), which will enable the participant (if desired) to participate in both architectural sets of 2nd phase. Cooperation in the first phase is not a prerequisite for participation in the second phase of the contest. The assessment will be conducted separately for each faculty. The members of both evaluation committees will have the opportunity to get acquainted with the contest detailed reports proposed for awards for both faculties before the final decision on the order of the winners, as the final selection of both faculties should act as a coherent whole. Upon completion of the evaluation, each of the commissions will propose the final order of prizes and awards and prepare final reports. After confirmation of the final reports, for each faculty the identification of authors and the assessment of abilities is carried out.

1.13. Identifying authors

The final report and the exhibition will publish the names of all authors, both recipients of prizes and awards, as well as non-awarded elaborates. In the event that the nonwinners do not wish the publication, they must explicitly mark this in the appendix AVTOR.

1.14. Ability assessment

The ability assessment takes place in two parts and comprises:

Part 1 - Verification of grounds for exclusion in accordance with Article 75 of the Public Procurement Act ZJN-3

- reasons related to criminal convictions (covering the whole paragraph 1 of Article 75 of the Public Procurement Act ZJN-3) as set out in the table in the appendix ESPD;
- reasons related to the payment of taxes and social security contributions (covers the whole paragraph 2 of Article 75 of the Public Procurement Act ZJN-3);
- reasons related to insolvency (point b, paragraph 6, Article 75 of the Public Procurement Act ZJN-3); the verification is carried out by the contracting authority;
- reasons related to conflict of interest or violation of professional rules (points c to e, paragraph 6 of Article 75 of the Public Procurement Act ZJN-3), where required compliance with the following conditions:

In the composition of the participant and the business entity must not be present a person who:

- is employed by the contracting authority or the contractor of the contest or is his administrator;
- has been appointed as a member of the evaluation committee or deputy;
- has been appointed as the administrator, rapporteur or expert of the contest;
- during the competition is the employer of a member of the evaluation committee, his deputy, rapporteur or expert;
- during the competition is the owner, co-owner or employee of a business entity - designer, in which a member of the evaluation committee, his deputy, rapporteur or expert is working, or who has perhaps another capital links with such company;
- is with member of evaluation committee or his deputy, rapporteur, expert or documentation

maker (or co-worker in the production of) for the contest announcement and the award of a public procurement in blood relation in a straight line up to and including the second-degree relatives, as well as those who would by participating in the contest violate the principle of independence between participant and the business entity and the appointed evaluation committee, its co-workers and the documentation makers for the contest and the award of a public contract within the meaning of Article 103 of the Public Procurement Act ZJN-3, e.g. colleagues in the same department in public administration bodies or employees in the same seminar at the faculty.

- is a legal or natural person and is listed as a maker, co-worker or responsible person of the maker of:
 - contest task
 - expert groundwork made at the IDZ conceptual design level, which are the basis for the preparation of the contest task: programming task or term of reference, graphic examination of the contest task, etc. (where the producers of snapshots of existing state and materials of a general nature that were not created for the purpose of the contest, but they are part of the contest appendices or the background are not excluded).
- national reasons for exclusion related to negative references and offenses related to remuneration (paragraph 4 of Article 75 of the Public Procurement Act ZJN-3).

The verification shall be carried out for all natural and legal persons of the business entities who are members of the administrative, managerial or supervisory body of that business entity or who have the power to represent or to decide or control therein.

Part 2 - Verification of compliance with the conditions for participation in accordance with Article 76 of the Public Procurement Act ZJN-3

- Project manager or authorized spatial planner must be the author of the contest detailed report and must be registered in the ZAPS directory.

Authorized architects who have acquired a professional qualification in a Member State of the European Union, the European Economic Area and the Swiss Confederation or in a country with which an appropriate international agreement has been concluded (hereinafter referred to as "the Contracting States") may participate on the basis of European Parliament and Council Directive 2005/36/EC on the recognition of professional qualifications. More information at: imenik@zaps.si
- The business entity must have a principal place of operation in a contracting state and must be registered for the design activity.
- The author in the composition of the participant (architect, landscape architect) can only participate in one author group. Professional associates and consultants (construction structures, installations, technologists, experts for specific areas, etc.) can collaborate with several participants. Verification is carried out by ZAPS through authors' names.
- The business entity (in the case of a joint offer is the lead partner) must have in the last three years prior to the publication of the tender an average annual operating income of more than EUR 150,000. An extract from the profit and loss account for the last three years (2015-2017) must be provided as evidence.
- The business entity (in the case of a joint offer, one of the partners or all the partners are cumulatively and jointly without limit with the same insurance company) must prove that it can obtain an insurance policy to insure liability against damage that may arise for the contracting authority or third parties in relation to carrying out its activity on a project which is the subject of an order for a sum insured at least equal to the total contractual value.

1.15. Extract from the sample of the contract for the creation of OPPN (municipal detailed spatial plan):

- **subject of the contract (articles 2 to 5):** production of analytical work, creation of a building base based on the contest solution, preparation of expert basis - OPPN (municipal detailed spatial plan) appendices, production of OPPN, preparation of a program for equipping building land and other activities.
- **Contractual period:** as stated in Article 6
- **Designer liability insurance (Article 11):**
 - for the sum insured up to the total contractual value, valid for 30 days after the acceptance of the OPPN (municipal detailed spatial plan) (proof is delivered after signing the contract)
- **Transfer of copyright (Article 20):** partial