

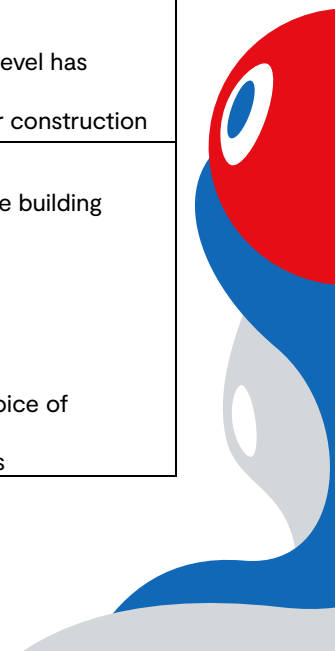
**MEET THE BUYER SESSION #3**  
21<sup>st</sup> September, 2023 / 14:30 – 15:00 hrs.  
ANA Crowne Plaza Hotel, Osaka, Kansai, Japan

**Attendees:**

Name	Company	Designation	Email Address
Mr. Ondrej SOSKA	Czech Centers	Commissioner General	<a href="mailto:ondrej.soska@expo2025czechia.com">ondrej.soska@expo2025czechia.com</a>
Mrs. Akiko SAGAE	Czech Centers	Pavilion Director	<a href="mailto:akiko.sagae@expo2025czechia.com">akiko.sagae@expo2025czechia.com</a>
Mrs. Rafaella BROFT	BlueDot	Technical Advisor	<a href="mailto:rafaella.broft@expo2025czechia.com">rafaella.broft@expo2025czechia.com</a>
Mr. ISHIGURO	Freelancer	Interpreter	[*****]
Mr. [*****]	[*****]	Senior technical director (Expo promotion office)	[*****]
Mr. [*****]	[*****]	Chief (Expo promotion office)	[*****]
Mr. [*****]	[*****]	Expo promotion office	[*****]

**Minutes of meeting:**

#	Subject
1	Meeting started at 14:29 hrs Japan Standard Time
2	<p><b>Opening word / Mr. Ondrej Soška</b></p> <ul style="list-style-type: none"> <li>▪ Welcome the representatives of the [*****] Company</li> <li>▪ Introduction of the Meet the Buyer Session and basics of the Czech Public Procurement legislation.</li> <li>▪ Introduction of the members of the Czech delegation</li> <li>▪ The minutes of the meeting will be written by Ms. Akiko Sagae, reviewed by Mr. Ondrej Soska and its anonymized version will be published on the website <a href="http://www.expo2025czechia.com">www.expo2025czechia.com</a>.</li> <li>▪ Mr. Soska introduced the aims of the Czech participation at Expo 2025 Osaka, Kansai <ul style="list-style-type: none"> <li>- Theme: Talent and Creativity for Life</li> <li>- Narrative: Creative nation, global impact</li> <li>- Claim: Czechia – The Original</li> <li>- Strategic location of the plot</li> <li>- Architectural competition, introduction of the pavilion design proposal</li> </ul> </li> </ul>
3	<p><b>Technical introduction / Mrs. Rafaella Broft</b></p> <ul style="list-style-type: none"> <li>▪ Czechia submitted the Application for Temporary Building Permit as the first international participant</li> <li>▪ General design has been approved by Expo Association and Osaka Authorities, now waiting for the approval of the structural concept and materials</li> <li>▪ Basement to balance the weight of pavilion, location of kitchen and facility for the staff</li> <li>▪ First floor – entrance and exit, restaurant</li> <li>▪ Second floor – auditorium</li> <li>▪ Spiral around the building as a path for the visitors to reach the roof terrace, every level has different experience for visitors</li> <li>▪ Once the building is approved we are considering doing more detailed workshop for construction</li> </ul>
4	<p><b>Tender procedure / Mrs. Rafaella Broft</b></p> <ul style="list-style-type: none"> <li>▪ As per the Czech Public Procurement legislation, we can release the tender after the building permit is issued and complete documentation is prepared.</li> <li>▪ We are currently considering 4 different concepts of the scope of work: <ul style="list-style-type: none"> <li>- construction only</li> <li>- construction + maintenance</li> <li>- construction + decommission</li> <li>- construction + maintenance + decommission</li> </ul> </li> <li>▪ Following the Czech Public Procurement law we will not restrict the contractor's choice of suppliers. We introduced some of the considered scenarios: <ul style="list-style-type: none"> <li>- Construction by General Contractor (with JPN license) with imported materials</li> </ul> </li> </ul>



	<ul style="list-style-type: none"> <li>- Construction works by General Contractor (with JPN license) and assembly works by material suppliers (INT)</li> <li>- Collaboration General Contractor (with JPN license) and SubContractor (INT)</li> </ul>
5	<p><b>Maintenance / Mrs. Rafaella Broft</b></p> <ul style="list-style-type: none"> <li>▪ Mrs. Broft explained the differences between the maintenance concepts <ul style="list-style-type: none"> <li>- Maintenance, limited to Defect Liability Period (DLP)</li> <li>- Full maintenance (including preventive maintenance to keep the desired quality)</li> </ul> </li> <li>▪ Mrs. Broft highlighted that maintenance is considered fixing of broken or faulty components, however it doesn't include regular operational cleaning and facility management.</li> </ul>
6	<p><b>Decommissioning / Mrs. Rafaella Broft</b></p> <ul style="list-style-type: none"> <li>▪ Deconstruction / dismantling</li> <li>▪ Disassembly + reuse of materials</li> <li>▪ Disassembly + reuse of the building</li> </ul>
7	<p><b>Expected Timeline / Mrs. Rafaella Broft</b></p> <ul style="list-style-type: none"> <li>▪ 11/2023: Building Permit Issued by Japan Authorities</li> <li>▪ 12/2023 – 01/2024: Construction Tender Start</li> <li>▪ 04/2024: Construction Tender Closing</li> <li>▪ 05/2024: Contract Agreement Signing + Start of Construction</li> <li>▪ 03/2025: End of Construction + Testing &amp; Commissioning + Handover</li> </ul>
8	<p><b>Introduction of the bidding process in Czechia / Mr. Ondřej Soška</b></p> <ul style="list-style-type: none"> <li>▪ All tender documents will be prepared in English language.</li> <li>▪ We consider drafting of the main contract will be by a Japanese legal advisor to be easily understood by the Japanese companies.</li> <li>▪ Public Tender challenge – all offers must be submitted through the Czech National Electronic Procurement Tool (NEN). A short introduction is attached to the minutes of this meeting.</li> </ul>
9	<p><b>Closing word / Mr. Ondřej Soška</b></p> <ul style="list-style-type: none"> <li>▪ Mr. Soška thanked the gentlemen for attending the meeting.</li> <li>▪ Czech national pavilion is not very complicated and has ambitions to be award winning.</li> <li>▪ Czechia is not looking just for a contractor, but a reliable partner for a challenging project.</li> </ul>
10	Meeting finished at 14:59 hrs Japan Standard Time

Minutes taken by:

Approved by:

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Mrs. Akiko SAGAE  
22<sup>nd</sup> September, 2023

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Mr. Ondřej Soška  
25<sup>th</sup> September, 2023